# City of South Lake Tahoe
# City Council
## Meeting Agenda
## Tuesday, January 14, 2025 at 9:00 am
## City Hall - Council Chambers - 1901 Lisa Maloff Way, South Lake Tahoe

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## Councilmember Roberts will be participating via teleconference from the Mangrove Bay Hotel & Bar, Kolonia, Pohnpei, Federated States of Micronesia, Room 4, a location accessible to the public.

**City Council**
Tamara Wallace, Mayor
Cody Bass, Mayor Pro Tem
Scott Robbins, Councilmember
David Jinkens, Councilmember
Keith Roberts, Councilmember

**Mission of the City Council**
The City was established to provide essential, outstanding and cost-effective services that enhance environmental sustainability, economic vitality and the quality of life for our residents, businesses and guests.

**Public Participation**
City Council meetings are held in person at the time and location listed on this agenda. Meetings are live-streamed on Channel 21, City website at www.cityofslt.us, YouTube at https://www.youtube.com/channel/UC3LYne8Ih-kTPLnnuyJW9SQ/live and via ZOOM at this link https://us02web.zoom.us/j/82793471209
A public agenda packet is available for review at City Hall, 1901 Lisa Maloff Way, on the City's Website at www.cityofslt.us, or by contacting the City Clerk's Office, (530) 542-6005 or sblankenship@cityofslt.us

Providing Public Comment:

In Person: Every agenda for regular meetings provides an opportunity for members of the public to directly address the legislative body (City Council), on any item of public interest which is within the jurisdiction of the City Council during Public Communications. For items on the agenda or in connection with any item which the City Council will consider, the public is given the opportunity to comment before or during the City Council's consideration of the item [Government Code Section 54954.3(a)].

Remote Participation: If you are joining the meeting via ZOOM and would like to make a comment, press the "raise a hand" button. If you are joining the meeting via Channel 21 or live stream and would like to make a comment, please call (530) 542-6500. The meeting ID is: 827 9347 1209. Press *9 to indicate a

desire to make a comment. Press *6 to unmute your phone. The Clerk will call you by the last three digits of your phone number when it is your turn to speak. ***Note: The Mayor reserves the right to conduct the meeting with in-person public participation only, if there is a technology malfunction that precludes the use of remote public participation.***

In Writing: Written comments received by 3 p.m. the day before the meeting will be distributed to City Council prior to the meeting. Written public comment regarding any item on this agenda may be sent to PublicComment@cityofslt.us. When emailing comments, identify the agenda item number in the subject line to which your comments relate. Any such comment that is a public record and is emailed to PublicComment@cityofslt.us or otherwise provided to a majority of the City Council before the meeting will be made available for public inspection during normal business hours at the City Clerk's Office located at City Hall, 1901 Lisa Maloff Way, South Lake Tahoe [Government Code Section 54957.5(b)]. Written comments will not be read out loud during the meeting.

The City Council Chambers meeting facility is accessible to people with disabilities. Every reasonable effort will be made to accommodate any person needing special assistance to attend this meeting. Contact the City Clerk at (530) 542-6005 at least 48 hours in advance of the meeting for assistance [28 CFR 35.102.35.104 ADA Title II and Brown Act Government Code Sections 54953.2, 54954.1, 54954.2, and 54957.5].

Spanish Interpretations: The public may access Spanish interpretation using the ZOOM link listed on the front of the Agenda from an internet device (smartphone, laptop, tablet, home computer) with audio capabilities and selecting the Spanish language option. Persons without an internet device may attend the meeting in-person and a device will be provided while supplies last. Requests for interpreter services to offer public comment may be made by contacting the City Clerk.

**Land Acknowledgement**
Land Acknowledgement - The City of South Lake Tahoe acknowledges the lands we occupy today are the lands and home of the Waśíšiw, the people from here known today as the Washoe Tribe of Nevada and California, a sovereign nation. Since the beginning of time and for thousands of years before the arrival of any other people, the Washoe lived here and cared for this place, with values and intention that we can all learn from. On behalf of the City Council, I would like to acknowledge, thank, and honor the Indigenous Washoe Tribal Communities that are the past, present, and future stewards of the Lake Tahoe Basin.

**Call to Order/Pledge of Allegiance**

**Roll Call**

**Closed Session Report**

**Public Communications**
This is the public's opportunity to speak on any topic NOT LISTED on this agenda. Comments shall be limited to four (4) minutes. In accordance with the Brown Act, the City Council cannot deliberate or vote on any matter raised under public communications, but may briefly respond to statements made or questions posed. (Government Code Sections 54954.2)

General Public Communications Received
Public Communications- Curtzweiler handout.pdf
City Response to LA Fires Notes to Council 15 Jan 2025 from Chief Drennan.pdf

**City Commission Reports**

**Consent Agenda**
Public Comment - This is the public's opportunity to speak on any topic listed on the Consent Agenda.

Comments shall be limited to three (3) minutes per item and six (6) minutes total per speaker.

The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilmember may have an item on the consent agenda removed and considered separately upon request.

Pass a Motion to adopt the Consent Agenda in one motion except as indicated at each item.

**1.** Regular City Council and South Tahoe Redevelopment Successor Agency Meeting Minutes
Requested Action / Suggested Motions: Pass a Motion approving the minutes from the December 10, 2024, City Council and South Tahoe Redevelopment Successor Agency meeting.
Responsible Staff Member(s): Susan Blankenship, City Clerk
Item 1- Executive Summary.pdf
12 10 2024 City Council and STRSA Meeting Minutes.pdf

**2.** Application to California Office of Traffic Safety for Grant for Special Enforcement of Traffic and Alcohol-Related Crimes
Requested Action / Suggested Motions: Pass a Resolution authorizing the Chief of Police to submit a grant application with the California Office of Traffic Safety for special enforcement of traffic and alcohol-related crimes, running of DUI checkpoints, and press releases, up to $100,000.00. Grant funds will be used to carry out enforcement related to a host of traffic and criminal violations in our community including, but not limited to, DUI enforcement, seatbelt violations, motorcycle, bicycle, and pedestrian details. It will also be used for in-state travel for related trainings, and to purchase supplies and equipment.
Responsible Staff Member(s): Lieutenant Doug Sentell
Item 2- Executive Summary.pdf
01-Staff_Report-California_Office_of_Traffic_Safety_Grant_Application.docx
02-Resolution California Office of Traffic Safety Grant Application.docx

**3.** School Resource Officer Agreement with Lake Tahoe Unified School District
Requested Action / Suggested Motions: Pass a Resolution authorizing and directing the Mayor to execute a Memorandum of Agreement with the Lake Tahoe Unified School District (LTUSD) regarding the operation of the School Resource Officer (SRO) for the 2024-2025 School Year and approve budget for reimbursement from LTUSD to the City in the amount up to $75,268.00.
Responsible Staff Member(s): Lt. Scott Crivelli
Item 3- Executive Summary.pdf
01-Staff Report -School Resource Officer Agreement.docx
02-Resolution - SRO 24 25.docx
03 - MOU (Exh. A to Reso).docx

**4.** Purchase of Three Police Patrol Vehicles
Requested Action / Suggested Motions: Pass a Motion authorizing the purchase of three (3) 2024 Chevrolet Tahoes and related equipment, with installation, using existing budget appropriations up to $309,991.94.
Responsible Staff Member(s): Lt. Jeff Roberson
Item 4- Executive Summary.pdf
01-staff_report_2024-25_PD_vehicle_replacement_-final_2025-01.docx
02-Michael Hohl Sales Proposal 2024-10-28 .pdf
03 - Planet Bid Bid Summary.pdf
04 - Lehr Sales Quote - Lehr 50279.pdf
05 - SLTPD Patrol Radio quote 1062 1-3-25 (three radios).pdf
06-Sole Source Justification.pdf

07 - Placer County Contract SCN107418 Lehr.pdf

**5.** Amendment No. 3 to Professional Services Agreement with Wildscape Engineering, Inc.
Requested Action / Suggested Motions: Pass a Motion authorizing and directing the Mayor to execute Amendment No. 3 to the Agreement with Wildscape Engineering, Inc. for additional construction support services for the Upper Bijou Park Creek Watershed Restoration Project for the amount of $17,074.42 for a total not-to-exceed contract amount of $555,258.51.
CEQA Determination: The Planning Commission adopted the Initial Study/Mitigated Negative Declaration for the Project on November 19, 2020, and on May 16, 2024, the Planning Commission adopted an addendum to the CEQA Initial Study/Mitigated Negative Declaration. This action does not require additional review under CEQA Guidelines section 15162.
Responsible Staff Member(s): Brianna Greenlaw, Associate Civil Engineer
Item 5- Executive Summary.pdf
01-Staff Report-Amendment 3 Wildscape.docx
02-Project Location Map.pdf
03-C-106-2021 Wildscape.pdf
04-C-028-2023 Wildscape Amendment 1.pdf
05-Wildscape Amendment 2.pdf
06-Wildscape Engineering Amendment 2B.pdf
07-Amendment No. 3 with Wildscape.pdf

**6.** Transfer of Unclaimed Check Funds
Requested Action / Suggested Motions: Pass a Resolution authorizing the transfer of unclaimed check funds from their respective fund(s) to the General Fund pursuant to California Government Code sections 50050 through 50057.
Responsible Staff Member(s): Akemi Nishimura, Accountant I
Item 6- Executive Summary.pdf
01-Staff Reports-Transfer of Unclaimed Check Funds.docx
02-Resolution-Transfer of Unclaimed Check Funds.docx

**7.** Application for Caltrans Sustainable Transportation Planning Grant for Stateline Avenue Complete Streets Project
Requested Action / Suggested Motions: Pass a Resolution authorizing the Director of Public Works (or designee) to submit a grant application to the California Department of Transportation (Caltrans) for a planning grant in the amount of $289,000 for stakeholder outreach and planning up to 30% design for a complete streets project on Stateline Avenue.
CEQA Determination: The authorization to pursue a grant application for planning and design of a Complete Streets project is Statutorily Exempt from CEQA under section 15262 (Feasibility and Planning Studies) and Categorically Exempt under section 15305, Class 6 (Information Collection).
Responsible Staff Member(s): Emily Dougherty, Engineering Technician, and Andra Burnam, Office Manager
Item 7- Executive Summary.pdf
01-Staff Report- Stateline Avenue Complete Streets.docx
02-Resolution - Stateline Complete Streets.docx
03-Project Map.pdf

**Regular-Unfinished Business**

**8.** Vision Zero Action Plan
Requested Action / Suggested Motions: Pass a Motion either: (1) adopting the Vision Zero Action Plan; or (2) directing staff to make changes to the proposed Vision Zero Action Plan to incorporate into the final Vision Zero Action Plan for adoption at a future City Council meeting.
CEQA Determination: This action is Statutorily Exempt under CEQA Guidelines section 15262 for Feasibility and Planning Studies.
Responsible Staff Member(s): Emily Dougherty, Engineering Technician

Item 8- Executive Summary.pdf
01-Staff_Report-Vision_Zero_Action_Plan.docx
02 Vision Zero Action Plan_Draft.pdf
03 VZAP Presentation.pptx

**Regular-New Business**

**9.** Citizen Appointments to City Boards and Commissions
Requested Action / Suggested Motions: Pass a Motion appointing two (2) members to serve a two-year term on the Airport Land Use Commission; five (5) members to serve a two-year term on the Building and Housing Board of Appeals; four (4) members to serve a two-year term on the Parks and Recreation Commission; three (3) members to serve a two-year term on the Planning Commission; three (3) at-large members and one (1) Boys and Girls Club member to serve two-year terms on the Arts, Culture, and Tourism Commission; and four (4) members to serve two-year terms on the Police Advisory Commission; and directing the City Clerk to continue to solicit applications to fill vacancies.
Responsible Staff Member(s): Michelle Davis, Assistant City Clerk
Item 9- Executive Summary.pdf
01-Staff_Report-Appointments_to_City_Boards_and_Commissions.pdf
Commission Solicitation.pdf
Manfredi- Airport Land Use Commission_Redacted.pdf
Asbury- Airport Land Use Commission_Redacted.pdf
Spranz- Airport Land Use Commission_Redacted.pdf
Manfredi- BBOA_Redacted.pdf
Cade-Bauer- BBOA_Redacted.pdf
Martone- BBOA_Redacted.pdf
Benlien- BBOA_Redacted.pdf
Costigan- Parks and Rec Commission_Redacted.pdf
Kovarik- Parks and Recreation Commission_Redacted.pdf
Ramirez Thomas- Parks and Rec Commission_Redacted.pdf
Hernandez- Parks and Rec Commission_Redacted.pdf
Rollins- Parks and Rec Commission_Redacted.pdf
Morgan- Parks and Recreation Commission_Redacted.pdf
Messina- Parks and Rec Commission_Redacted.pdf
Fink- Parks and Rec Commission_Redacted.pdf
Maggiore- Parks and Rec Commission_Redacted.pdf
Terminel- Parks and Recreation Commission_Redacted.pdf
Urban- Parks and Rec Commission_Redacted.pdf
Howard- Planning Commission_Redacted.pdf
Manfredi- Planning Commission_Redacted.pdf
Berger- Planning Commission_Redacted.pdf
Imhoff- Planning Commission_Redacted.pdf
Odvody- Planning Commission_Redacted.pdf
Wieczorek- Planning Commission_Redacted.pdf
Prysi- Planning Commission_Redacted.pdf
Williams- Planning Commission_Redacted.pdf
Messina- Planning Commission_Redacted.pdf
Spranz- Planning Commission_Redacted.pdf
Ballard- ACTC_Redacted.pdf
Rebrovich- ACTC_Redacted.pdf
Delgado- ACTC_Redacted.pdf
Hamilton- ACTC_Redacted.pdf
Haas- ACTC_Redacted.pdf
Carlson- ACTC_Redacted.pdf
Xistra-Rich-ACTC_Redacted.pdf

Gonzalez- Police Advisory Commission_Redacted.pdf
Manfredi- Police Advisory Commission_Redacted.pdf
Osha- Police Advisory Commission_Redacted.pdf
Newcomb- Police Advisory Commission_Redacted.pdf
Smith- Police Advisory Commission_Redacted.pdf
Escobedo- Police Advisory Commission_Redacted.pdf
Item 9- Costigan (Parks and Rec Applicant).pdf
Item 9- Gonzalez (Police Advisory Applicant).pdf
Item 9- Carlson (ACTC Applicant)_Redacted.pdf

**10.** Selection of an Alternate to Serve on the El Dorado County Local Agency Formation Commission (LAFCO)
Requested Action / Suggested Motions: Pass a Motion selecting one Councilmember to serve as an alternate on LAFCO.
Responsible Staff Member(s): Susan Blankenship, City Clerk
Item 10- Executive Summary.pdf
2025 City Council Assignments.pdf

**11.** Letter of Opposition to El Dorado County Regarding Implementation of Assembly Bill 626 (Microenterprise Home Kitchen Operation)
Requested Action / Suggested Motions: Pass a Motion authorizing the City Manager to submit a letter on behalf of City Council to the El Dorado County Board of Supervisors opposing adoption of an ordinance or resolution to authorize Microenterprise Home Kitchen Operations in El Dorado County including the City of South Lake Tahoe.
Responsible Staff Member(s): Anna Kashuba, Senior Planner
Item 11- Executive Summary.pdf
01_MEHKO_StaffReport.docx
02_Memo_MEHKO _ 1-2-2025.pdf
03_MEHKO Letter of Opposition.docx
Item 11- Approved Cottage Foods.pdf
Item 11- MEHKOs vs Cottage Food Operations.pdf
Item 11- Dallob.pdf
City of South Lake Tahoe - Letter of Opposition _ MEHKO _ 1-16-2025.pdf

**12.** Inclusionary Housing Ordinance In-Lieu Fees Annual Report
Requested Action / Suggested Motions: Receive and file.
Responsible Staff Member(s): Lydia Zuniga, Associate Management Analyst
Item 12- Executive Summary.pdf
01-Staff_Report_Inclusionary_Housing_Ordinance_Update__1___5_.docx
02-ORD 2023-1180 Inclusionary Housing.pdf

**Agenda Planning Calendar**

**13.** Agenda Planning Calendar
Requested Action / Suggested Motions: Identify, with consent of at least two Council members, any desired future agenda items, and/or modify the Agenda Planning Calendar as desired.
Responsible Staff Member(s): Joseph Irvin, City Manager, and Susan Blankenship, City Clerk
Item 13- Executive Summary.pdf
APC - 01 09 2025.pdf

**Updates and Announcements (City Attorney, City Clerk, City Manager)**

**Councilmember Reports and Comments - Assignments to Boards, Committees, and Commissions**

**Adjournment**

I, Susan Blankenship, City Clerk for the City of South Lake Tahoe, declare that the foregoing agenda for the Tuesday, January 14, 2025 City Council meeting was posted and available for review on Thursday, January 9, 2025, at City Hall, 1901 Lisa Maloff Way, South Lake Tahoe, CA 96150. The agenda was also available on the City's website at https://www.cityofslt.us.
Signed January 9, 2025

\\sb\\ Susan Blankenship, Elected City Clerk

P.C. Distributed by Courtesy, Ur



Drennan

LA Fires—Short Brief to Council 1/15/2025

**LA Fires**

-We currently have 25 engines from the region (11 from Basin Depts) assigned to the Palisades and Eaton Fire as well as several overhead command positions. BC Justin Keys is down there as a Task Force Leader.

-As of this writing the Palisades Fire is 18% contained at 24K acres. The Eaton Fire is 45% contained at 14K acres and the Hurst Fire is 97% contained at 800 acres.

-Over 12,000 structures have been destroyed and as of this morning we have confirmed 24 fatalities—that number is expected to rise. News agencies are reporting 25 or more fatalities however, that hasn't been confirmed by the coroner yet. 11 still listed as missing.

-The LA Basin has not had any "decent" rain fall in over 250 days. 1/10$^{th}$ of an inch is considered recordable.

-LA County Sheriff's Dept alone (not including other Law Enforcement agencies) has arrested over 40 people for looting, curfew violation, drone use etc. They are actively addressing looting and scams—blue collar and white collar crimes.

-Santa Ana winds are forecast again for late 1/13 through 1/15. I will keep you updated as we get more information in the next several days. There is potential for our resources to be reassigned to other incidents if more fires start requiring a crew swap by this time next week. Our department personnel are aware. *Fire behavior ramped up again last night but no new major fires.

-Our crews are healthy and in good spirits. Resources from the north end of the state will likely be some of the first released from these incidents once we see more containment of the fires. With that said it could be another week or more before they are released.

**Local Water concerns**:

-The STPUD water system is designed for daily use and peak summer demand. It can handle large scale structure fires but is not primarily designed for large scale wildland firefighting. I'm not aware of a municipal water system that IS designed for that kind of demand.

-Well system can manage peak daily demand. There have been a total of 10 months over the last 10 years where the well system was maxed out due to daily peak demand.

-The District has over 9 million gallons of water storage across full service area, with ability to move stored water from Christmas Valley to Stateline, if needed. With annual maintenance, not all of that storage will be available in the summer months, but at no time should we have less than 7 million gallons of water available.

-STPUD can replenish the tanks at a rate of 13,500 gpm (or 19.5 MGD) from 11 groundwater wells across our system. With annual maintenance, not all of that supply capacity may be available when needed, however, but at no time should we have less than 8,400 gpm (or 12 MGD) available from 9 wells (if the grid is up and running).

-When the grid is down, STPUD has backup power at many of their water system locations, but not all. In the next 3 years, they will be installing new generators at their 3 largest water wells, all located in the Al Tahoe neighborhood, and they are working with Liberty on how to improve power service to that neighborhood and minimize outages.

-Hydrant maintenance and testing is handled by the water districts. STPUD, Lukins, and Stateline Water Company.

**Fire Chief's comments**:

-The water distribution system in the City of South Lake Tahoe is by far the most robust water delivery system in the basin.

-We have the capability to draft water from the lake and other static sources if there were ever a failure of the system.

-We have experienced very few hydrant failures in my career here.

-We enjoy optimal hydrant spacing in the City at 500 feet or less between hydrants with STPUD. All of our Engines carry 1000 feet of supply hose making it ideal for structural firefighting. Not all water districts in the basin have optimal spacing. Lukins water district has more distance between hydrants but not beyond 1000 feet.

-Discussions about the Fire Dept managing hydrant maintenance is a longer discussion. At this time I am open to the conversation; however, I also believe that it isn't as high of a priority as it may seem. I'm happy to discuss further.

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# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**1

**Agenda Item:** Regular City Council and South Tahoe Redevelopment Successor Agency Meeting Minutes

**Executive Summary:** City Council is asked to formally approve the minutes from the December 10, 2024, City Council and South Tahoe Redevelopment Successor Agency Meeting.

**Requested Action / Suggested Motions:** Pass a Motion approving the minutes from the December 10, 2024, City Council and South Tahoe Redevelopment Successor Agency meeting.

**Responsible Staff Member:** Susan Blankenship, City Clerk

**Reviewed and Approved By:** Susan Blankenship, City Clerk

**Attachments:**

12 10 2024 City Council and STRSA Meeting Minutes.pdf

# City of South Lake Tahoe
# City Council and South Tahoe Redevelopment Successor Agency
# Meeting Minutes
### Tuesday, December 10, 2024 at 5:30 p.m.
### City Hall - Council Chambers – 1901 Lisa Maloff Way, South Lake Tahoe

*NOTE: The Meeting Minutes represent actions taken during the meeting of the City Council. Complete Council member discussions on Regular Session meeting items can be viewed in archived video recordings on the City's website at* http://www.cityofslt.us *Public submittals on items are retained in the administrative record and can be viewed in the City Clerk's repository at* http://www.cityofslt.us

**Land Acknowledgement**
Mayor Bass read the Washoe Tribe of Nevada and California Land Acknowledgement.

**Call to Order/Pledge of Allegiance**
Mayor Bass Called the meeting to order at 5:35 p.m., then led the pledge of allegiance.

**Roll Call**
Present were Mayor Bass, Mayor Pro Tem Wallace, and Councilmembers Creegan, Robbins, and Middlebrook.

Also present were City Manager Irvin, City Attorney Stroud, and City Clerk Blankenship.

**Closed Session Reports**

1. **Conference with Legal Counsel – Existing Litigation – Government Code section 54956.9(d)(1). Update from August 27, 2024, Special Closed Session.**
   **Case: Gildardo Navarro v. City of South Lake Tahoe, Workers' Compensation Appeals Board Case No. ADJ14589225**
   **Action:** Case has been settled by compromise and release by the amount of $140,000.

2. **Conference with Legal Counsel – Existing Litigation – Government Code section 54956.9(d)(1) Update from November 19, 2024, Special Closed Session.**
   **Case: *Michael Gamberg v. City of South Lake Tahoe*, Workers' Compensation Appeals Board Case Nos. ADJ12021054 and ADJ15448114**
   **Action:** Case has been settled by compromise and release by the amount of $98,000.

**Public Communications**
**Public Comment was heard from the following person:**

1. Chad Hayes- Sustainable tourism *written material distributed
2. Scott Loberg- Heavenly Parking Agreement/Annexation
3. Erick Asburry- Heavenly Annexation
4. Angelica Que- Long-term warm room

**Written Public Comment was received from the following people:**

1. Theo Colborn- Environmental pollution
2. Asa Briggs- Cell towers
3. Gerald Barney- Cell towers
4. Maragaret Byers- Fized broadband
5. David Chain- Cell towers
6. Edith Chase- Cell towers
7. Ewrnest Coe- Cell towers
8. Granville Fortescue- Corporate socialism
9. Steven Hart- Cell towers
10. Peter Lesgraft- Bioinitative report
11. Shirley Briggs- Cell towers
12. Brent Wisner- Cell towers

**Regular- New Business**

1. **Certification of Election Results**
   **Action:** Passed **Resolution 2024-135** certifying the results of the November 5, 2024, Consolidated General Election.
   **Action:** Moved/Seconded: Creegan/Wallace
   **Yes:** Bass, Wallace, Creegan, Robbins, Middlebrook
   **Public Comment was heard from the following people:**
   1. Heather Cade-Bauer

**Inaugural Ceremony**

City Clerk Blankenship administered the Oath of Office to newly elected Councilmembers Jinkens and Roberts.

**City Council Recognition**

The City Council recognized Councilmember Creegan, Councilmember Middlebrook, and former Mayor Pro-Tem Friedrich, for their service to the City of South Lake Tahoe. Mr. Friedrich addressed the Council.

**Reorganization of the City Council**

2. **2025 Mayor and Mayor Pro Tem Selection**
   **Mayor Selection**
   **Action:** Moved/Seconded: Robbins/Bass
   **Yes:** Bass, Robbins
   **No:** Wallace, Jinkens, Roberts
   **Action:** Failed **Motion 2024-124** selecting Mayor Bass to serve as Mayor in 2025.
   **Action:** Moved/Seconded: Wallace/Roberts
   **Yes:** Bass, Wallace, Jinkens, Roberts
   **No:** Robbins
   **Action:** Passed **Motion 2024-125** selecting Councilmember Wallace to serve as Mayor in 2025.
   **Public Comment was heard from the following people:**
   1. Scott Loberg
   2. Ed Mosur
   3. Melissa Soderston
   4. Erick Asburry
   5. Steven Bailey
   6. Heather Cade-Bauer

7. Jae Marquez

**Mayor Pro Tem Selection**
**Action:** Moved/Seconded: Jinkens/Wallace
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Passed **Motion 2024-126** selecting Councilmember Bass to serve as Mayor Pro Tem in 2025.

**Public Comment was heard from the following people:**
1. Duane Wallace
2. Scott Loberg
3. Erick Asburry
4. Heather Cade-Bauer

**10-Minute Recess**

**Roll Call**
Present were Mayor Wallace, Mayor Pro Tem Bass, and Councilmembers Robbins, Jinkens, and Roberts.

Also present were City Manager Irvin, City Attorney Stroud, and City Clerk Blankenship.

**City Commission and Student Advisory Reports**
**1.** Sasha Pickett and Josua Guerrero, Student Advisors- Provided verbal report.
**2.** Amelia Richmond- Parks and Recreation Commission- Provided verbal report.

**Consent Agenda**
**Note:** Councilmembers Jinkens and Roberts abstained from voting on Item 3.
Councilmember Robbins recused himself from voting on Item 7 due to real property interest.
**Note:** Councilmember Jinkens pulled Items 6 and 10 from the Consent Agenda.
**Action:** Moved/Seconded: Bass/Jinkens
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Passed the consent agenda as noted.

3. **Regular City Council Meeting Minutes**
   **Action:** Passed **Motion 2024-127** approving the minutes for the November 19, 2024, Regular City Council meeting.

4. **Fiscal Year 2024-24 Quarterly Financial Status Report- Quarter Ending September 2024**
   **Action:** Received and filed.

5. **Investment Portfolio Report- Septmber 30, 2024**
   **Action:** Received and filed.

   **Note:** This item was pulled from the Consent Agenda by Councilmember Jinkens

6. **Ordinance- Employee Housing Signage Ordinance (Second Reading)**
   **Action:** Moved/Seconded: Jinkens/Robbins
   **Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
   **Action:** Passed **ORD 2024-1191** amending City Code Section 6.15.710, 6.15.730, and 6.30.080 to require lodging properties used for employee housing and all multifamily properties to post signage in a conspicuous location in English and Spanish with information for the Housing Hotline.

**Public Comment was heard from the following people:**
1. Scott Loberg
2. Chad Hayes

7. **Ordinance to Amend South Lake Tahoe City Code to Lower Speed Limits on Sections of Pioneer Trail, Ski Run Boulevard, and Lake Tahoe Boulevard (Second Reading)**
   **Action:** Passed **ORD 2024-1192** amending South Lake Tahoe City Code Chapters 4.25.150 through 4.25.180 - Speed Restrictions on Certain Streets.

8. **Purchase of Chevrolet Silverado Medium Duty 4WD Crew Cab for the Street Division**
   Action: Passed **Motion 2024-128** authorizing and directing the City Manager to execute a purchase order with Champion Chevrolet **(C-307-2024)** to purchase one 23/24 Chevrolet Silverado Medium Duty 4WD Crew Cab from Champion Chevrolet of Reno, NV for $98,602.08.
   Public Comment was heard from the following people:
   1. Scott Loberg
   2. Erick Asbury

9. **Grant Application to Federal Emergency Management Agency (FEMA) for Self-Contained Breathing Apparatus (SCBA) Equipment**
   **Action:** Passed **Resolution 2024-136** authorizing the Fire Chief to apply for a grant from FEMA for SCBA equipment in an amount not to exceed $650,000 and authorizing the Fire Chief to sign any documents required to apply for these subject funds with the understanding that the City would be responsible for 10% matching funds if the grant is awarded.

   **Note:** This item was pulled from the Consent Agenda by Councilmember Jinkens.

10. **Prohousing Incentive Program Grant Application - Round 3 for Sugar Pine Village Affordable Housing Project - Phase 2B**
    **Action:** Moved/Seconded: Robbins/Jinkens
    **Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
    **Action:** Passed **Resolution 2024-137** ratifying the grant application for the Prohousing Incentive Program (PIP) 2024 - Round 3 and authorizing the City Manager to accept funds from the California Department of Housing and Community Development for the Prohousing Incentive Program up to $620,000 for the Sugar Pine Village Affordable Housing Project, Phase 2B.
    **Public Comment was heard from the following people:**
    1. Erick Asbury
    2. Stacey Ballard
    3. Judi Allen
    4. Angelica Que
    5. Jae Marquez

11. **Reimbursement Agreement with Southwest Gas for 2024 Construction Projects**
    **Action:** Passed **Resolution 2024-138** authorizing and directing the Mayor to execute a Reimbursement Agreement with Southwest Gas (**C-309-2024)** for 2024 construction projects and appropriating $1,052,751.30 of In Lieu Fee paving funds into the 301-50005-48030 Road Rehabilitation Account.
    **Public Comment was heard from the following person:**
    1. Ed Mosur

12. **Amendment No. 7 to Master Agreement with Jviation (Woolpert) for Design and Construction Management of Precision Approach Path Indicators**
**Action:** Passed **Resolution 2024-139** authorizing and directing the Mayor to execute Amendment No. 7 to Master Professional Services Agreement with Jviation (Woolpert) in an amount not to exceed $63,066.00 **(C-310-2024)** for design and construction management work on the Precision Approach Path Indicators.
**Public Comment was heard from the following person:**
1. Josh Cleaver, Airport Land Use Commission

13. **Amendment No. 1 to Agreement with Mangano Design Engineering Permitting, Inc. (MDEP) for Police Department Roof Repair Design and Construction Support Services**
**Action:** Passed **Motion 2024-129** authorizing and directing the Mayor to execute Amendment No. 1 to Agreement with MDEP **(C-311-2024)** to add $19,705 for a not-to-exceed contract amount of $79,330 and add one year to the term to expire on December 31, 2025.

14. **Amendment No. 7 to Agreement with Jordan Knighton Architecture Engineering for Architectural and Engineering Services for the Multigenerational Recreation and Aquatics Center**
**Action:** Passed **Motion 2024-130** authorizing and directing the Mayor to execute Amendment No. 7 to the Professional Services Agreement with Jordan Knighton Architecture Engineering **(C-312-2024)** for an additional $108,920 for a total not-to-exceed amount of $5,060,303 for added scope of services for the Multigenerational Recreation and Aquatics Center.

**Consent Agenda (South Tahoe Redevelopment Successor Agency)**

15. **Recognized Obligation Payment Schedule (ROPS) Fiscal Year 2025-2026**
**Action:** Moved/Seconded: Bass/Jinkens
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Acting as the South Tahoe Redevelopment Successor Agency Board, Passed **STRSA Resolution 2024-002** approving the Recognized Obligation Payment Schedule (ROPS) pursuant to Health and Safety Code section 34177 for the fiscal period commencing July 1, 2025,and ending June 30, 2026.

**Public Hearing**

16. **South Tahoe Refuse Interim Year and Senate Bill 1383 Rate Increase**
**Action:** Moved/Seconded: Bass/Jinkens
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Conducted a Majority Protest Public Hearing and passed **Motion 2024-131** approving South Tahoe Refuse Interim Year Rate Increase of 3.30 percent and 5.08 Percent for Senate Bill 1383 ($3.46 per month for residential customers and $3.96 per cubic yard for commercial customers), effective January 1, 2025.
**The following person addressed the Council:**
1. Jeff Tillman, South Tahoe Refuse
**Public Comment was heard from te following people:**
1. Scott Loberg *written material distributed
2. Ed Mosur
3. ‘Melissa Soderston
4. Erick Asbury
5. Judi Allen *written comment submitted

**Written Public Comment wa received from the following people:**

1. Rula Anders
2. Barbara and Dale Brainard
3. Jared, Dill, and Dapne Brun
4. Michael and Susanne Buehler
5. Sue and Robert Caslava
6. Annette Chiara
7. Thomas Christy (2)
8. Gail Clair
9. Jason Crowley
10. Michael Fry (2)
11. Tad Allen Herrington (2)
12. Piroska C. Hollay
13. Edit Houston
14. James and Carrie Hull
15. Janice Jourdain
16. Michelle Keck
17. Andrea Kimball
18. Thomas Kruckewitt
19. Sime Masnov
20. Melissa Miller and Family
21. Thane Parton
22. John and Diane Quinn
23. Annette marie Schoonover
24. Ryan Palmer and Debra Scolnick
25. Peter Sharrock
26. Brenda Wyneken
27. Robert Hinde
28. Connie Hinton
29. Jobyn Johnson
30. Frank Obert
31. John Bryden
32. Francis Piceno

**Regular- New Business**

**17. City Council Assignments to Boards and Commissions**

**Action:** Moved/Seconded: Robbins/Roberts
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Passed **Motion 2024-132** appointing Alberto Manfredi to the El Dorado County Community Action Council; Robert Elrich to the Tahoe Regional Planning Agency Advisory Planning Commission; and John Messina to the El Dorado County Commission on Aging.
**The following people addressed the Council:**

1. Alberto Manfredi, City Council Representative Applicant
2. Robert Elrich, City Council Representative Applicant
3. John Messina, City Council Representative Applicant

**Public Comment was heard from the followig people:**

1. Erick Asbury

**Action:** Moved/Seconded: Bass/Roberts
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Moved/Seconded: Passed **Motion 2024-133** for the following appointments:

- California Tahoe Conservancy: Wallace Alt Robbins
- City Sleection Committee: Wallace
- El Dorado Local Agency Formation Commission: Wallace
- El Dorado County Oversight Board: Wallace
- Tahoe Regional Planning Agency Governing Board: Bass Alt Jinkens
- Tahoe Transportation District: Robbins Alt Bass
- South Tahoe Transit JPA: Bass, Roberts
- JPA Abandoned Vehicle Abatement: Jinkens
- California Tahoe Emergency Services Operations Authorirty: Wallace, Roberts Alt Bass
- Clean Tahoe Program: Wallace, Roberts
- League of California Cities- Sacramento Division: Jinkens
- Park Avenue Development Project Plaza Maintenance Association: Wallace, Bass
- South Lake Tahoe Recreation Facilities JPA: Robbins
- Community Play Consortium: Joseph Irvin, City Manager, contingent on this appointment being allowed in the agreement
- South Lake Tahoe Basin Waste Management Authority: Roberts Alt Bass
- Tahoe Prosperity Center: Wallace
- Lake Tahoe Visitor's Authority: Bass
- South Lake Tahoe Lodging Association: Roberts
- Tahoe Chamber: VACANT
- South Tahoe Chamber of Commerce: Roberts
- El Dorado County Transportation Commission: Bass
- Finance Subcommittee: Wallace, Roberts
- All other subcommittees were disolved

**18. Update to City Council Protocols**

**Action:** Moved/Seconded: Robbins/Bass
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Passed **Motion 2024-134** approving amendments to City Council Protocols with the following amendment: public comments on the Consent Agenda will be limited to three (3) minutes per item and six (6) minutes total per speaker.
**Public Comment was heard from the following people:**

1. Ed Mosur
2. Scott Loberg
3. David Gregorich

**19. Funding Transfer to the Tahoe Valley Stormwater and Greenbelt Improvement Project, Amendment No. 10 to Professional Services Agreement with Stantec Consulting Services, Inc., and Construction Contract Award for Tahoe Valley Stormwater and Greenbelt Improvement Project, Phase 2.**

**Action:** Moved/Seconded: Robbins/Bass
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Passed **Resolution 2024-140** authorizing and directing the Director of Finance to: 1) transfer $90,000 from the Drainage Pipe Replacement Project to the Tahoe ValleyStormwater and Greenbelt Improvement Project; 2) authorizing and directing the Mayor to execute Amendment No.10 to the Professional Services Agreement with Stantec Consulting Services, Inc. **(C-313-2024)** for $7,500; and 3) authorizing and directing the Mayor to execute a Construction Contract with Herback General Engineering for Tahoe Valley Stormwater and

Greenbelt Improvement Project, Phase 2 **(C-314-2024)** for $6,754,601.95 and a 10% contingency of $675,460.20.
**Public Comment was heard from the following person:**
1. Scott Loberg

**20. Change of Excess Workers' Compensation Insurance Coverage from Local Agency Workers'**
**Action:** Moved/Seconded: Bass/Jinkens
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Passed Motion 2024-135 authorizing withdrawal from the Local Agency Workers' Compensation Excess (LAWCX) and enrollment in California Intergovernmental Risk Authority (CIRA) for excess workers' compensation coverage, contingent upon CIRA Board of Directors approval.

**At this time, City Council took action to extend the meeting past 10 p.m.**
**Action:** Moved/Seconded: Robbins/Bass
**Yes:** Wallace, Bass, Robbins, Jinkens, Roberts
**Action:** Passed **Motion 2024-136** to extend the meeting past 10 p.m.

**21. Agreement with Workbench for Preapproved Accessory Dwelling Unit (ADU) Plans**
**Action:** Moved/Seconded: Robbins/Bass
**Yes:** Wallace, Bass, Robbins, Roberts
**Abstained:** Jinkens
**Action:** Passed **Motion 2024-137** authorizing and directing the Mayor to execute a Professional Service Agreement with Workbench **(C-315-2024)**, in an amount not to exceed $125,000, for the development of Preapproved Accessory Dwelling Unit plans.
**Public Comment was heard from the following people:**
1. Scott Loberg *written material distributed
2. Duane Wallace

**Agenda Planning Calendar**

**22. Agenda Planning Calendar**
**Action:** Received and filed.

**Updates and Announcements (City Attorney, City Clerk, City Manager)**

**City Manager Irvin**
1. Happy Holidays

**Councilmember Reports and Comments**

**Councilmember Roberts**
1. Traveling out of the country and anticipates participating in the next Council meeting remotely.

**Councilmember Jinkens**
1. Thank you to City Staff for onboarding and to the Community for electing him
2. Happy Holidays

**Mayor Pro Tem Bass**
1. Happy Holidays

**Mayor Wallace**

1. Welcome to the two new Councilmembers
2. Happy Holidays

**Ajourment**

Mayor Wallace ajourned the Meeting at 10:21 p.m.

Date:_____

_____
Tamara Wallace, Mayor

Attest:_____
Susan Blankenship, City Clerk

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**2

**Agenda Item:** Application to California Office of Traffic Safety for Grant for Special Enforcement of Traffic and Alcohol-Related Crimes

**Executive Summary:** City Council is asked to authorize the South Lake Tahoe Police Department to apply for a grant from the California Office of Traffic Safety for special enforcement of traffic and alcohol-related crimes, running of DUI checkpoints, and press releases, up to the amount of $100,000.00. Grant funds will be used to carry out enforcement related to a host of traffic and criminal violations in our community including, but not limited to, DUI enforcement, seatbelt violations, motorcycle, bicycle, and pedestrian details. It will also be used for in-state travel for related trainings, and to purchase supplies and equipment. This will also grant permission to the Chief of Police to submit the application.

**Requested Action / Suggested Motions:** Pass a Resolution authorizing the Chief of Police to submit a grant application with the California Office of Traffic Safety for special enforcement of traffic and alcohol-related crimes, running of DUI checkpoints, and press releases, up to $100,000.00. Grant funds will be used to carry out enforcement related to a host of traffic and criminal violations in our community including, but not limited to, DUI enforcement, seatbelt violations, motorcycle, bicycle, and pedestrian details. It will also be used for in-state travel for related trainings, and to purchase supplies and equipment.

**Responsible Staff Member:** Lieutenant Doug Sentell

**Reviewed and Approved By:** Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

02-Resolution California Office of Traffic Safety Grant Application.docx
01-Staff_Report-California_Office_of_Traffic_Safety_Grant_Application.docx

# City of South Lake Tahoe
Report to **City Council**

## Meeting Date: January 14, 2025

**Title:** California Office of Traffic Safety Grant Application for Special Enforcement of Traffic and Alcohol-Related Crimes

**Location:** Citywide

**Responsible Staff Member:** Lieutenant Doug Sentell

**Background:**
The California Office of Traffic Safety (OTS) provides grant assistance to law enforcement agencies through the OTS Grant Program. This is a competitive grant process through OTS. The application process is now open and ends on January 31, 2025. City policy requires permission to apply for grants such as this one.

**Issue and Discussion:**
The Office of Traffic Safety is a tool for the City of South Lake Tahoe in enforcement of traffic-related issues and criminal offenses. The South Lake Tahoe Police Department will utilize these grant funds to carry out enforcement efforts related to a host of criminal and traffic violations in our community including, but not limited to DUIs, seatbelt usage, distracted driving, motorcycle, bicycle, and pedestrian safety issues. Grant funds may also be used to conduct details including, but not limited to, DUI patrols, motorcycle safety details, and DUI checkpoints. It may also be used to purchase supplies related to conducting DUI checkpoints. Finally, it may also be used to fund in-state travel for training. We ask for permission to apply for this grant.

**Financial Implications:**
There will be no impact to the general fund. This is a reimbursement grant from California OTS. Expenditures for the program will be reimbursed quarterly. If approved by City Council, it would be effective October 1, 2025, through September 30, 2026.

**Environmental Considerations:** The proposed action is not a “project” subject to review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(b)(4) (creation of government funding mechanisms or government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment).

**Policy Implications:** This grant supports strategic priority “5.1 Public Safety”.

**Resolution 2025-XXX**

**Adopted by the City of South Lake Tahoe**
**City Council**

**January 14, 2025**

**Authorizing Submittal of a California Office of Traffic Safety Grant Application in amount up to $100,000.00 to facilitate extra enforcement for traffic and alcohol related offenses for Federal fiscal year 2025/2026 effective October 1, 2025.**

**BACKGROUND**

A. California Office of Traffic Safety (OTS) provides grant assistance to law enforcement agencies through the OTS Grant Program.
B. City policy requires permission from the city council to apply for grant funding.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED**, that the City Council of the City of South Lake Tahoe:

1. Grants permission to the South Lake Tahoe Police Department to apply for a grant from the California Office of Traffic Safety in amount up to $100,000.00 to facilitate extra enforcement for traffic and alcohol related offenses for Federal fiscal year 2025/2026 effective October 1, 2025, and grants permission for the Chief of Police to submit the application.

Adopted by the City of South Lake Tahoe City Council on January 14, 2025 by the following vote:
Yes:
No:
Absent:
Abstain:

_____ Date: _____
Tamara Wallace, Mayor

Attest:

_____
Susan Blankenship, City Clerk

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**3

**Agenda Item:** School Resource Officer Agreement with Lake Tahoe Unified School District

**Executive Summary:** This is a resolution approving a Memorandum of Agreement for the Police Department to dedicate a School Resource Officer for the 2024-2025 school year and approve budget with up to $75,268.00 reimbursement from LTUSD.

**Requested Action / Suggested Motions:** Pass a Resolution authorizing and directing the Mayor to execute a Memorandum of Agreement with the Lake Tahoe Unified School District (LTUSD) regarding the operation of the School Resource Officer (SRO) for the 2024-2025 School Year and approve budget for reimbursement from LTUSD to the City in the amount up to $75,268.00.

**Responsible Staff Member:** Lt. Scott Crivelli

**Reviewed and Approved By:** Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

01-Staff Report -School Resource Officer Agreement.docx
02-Resolution - SRO 24 25.docx
03 - MOU (Exh. A to Reso).docx

# City of South Lake Tahoe
Report to **City Council**

**Meeting Date:** January 14, 2025

**Title:** School Resource Officer Agreement

**Location:** Citywide

**Responsible Staff Member:** Lt. Scott Crivelli

**Background:** The South Lake Tahoe Police Department is very supportive of the Lake Tahoe Unified School District and has developed a working partnership with the District by being committed to a variety of programs and services that will continue to reduce truancy, juvenile delinquency, and overall crime in our community. For the past 30 years, one of the ways the Department and the District have partnered together is through the School Resource Officer (SRO) program.

The SRO is mainly dedicated to handling criminal and school safety related incidents at South Tahoe High School and other schools in the city as needed. The SRO also acts as a mentor to a number of students and provides guidance and counseling on various related topics from sports to criminal behavior involving family members of students.

The SRO Program is a valuable program for the School District and the community. Our ability to positively impact the behaviors of students and their families has been and will continue to be a great benefit to our community.

In 2024, an SRO presentation was completed to the Police Advisory Commission (PAC). The PAC later briefed Council with a Commission report. The PAC expressed their support of the SRO program and the continuous collaboration between LTUSD and the City of South Lake Tahoe to have a police officer in our schools.

**Issue and Discussion:** This item is before the City Council for approval of the attached Memorandum of Agreement concerning the operation of the School Resource Officer (SRO) Program between the City of South Lake Tahoe Police Department, and the Lake Tahoe Unified School District. The Agreement requires the Police Department to provide one Police Officer for the 2024-25 school year and for the District to reimburse the City in the amount up to $75,268.00 for this officer. This amount pays the base pay of the Police Officer's salary for the nine- month school year.

**Financial Implications:** There will be no additional burden to the general fund for the School Resource Officer. This position has been budgeted as an existing allocation for the Police Department. The District will reimburse the Department in the amount up to $75,268.00.

Once received, these funds will be applied to account # 100 02110 34210

**Environmental Considerations:** The proposed action is not a “project” subject to review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(b)(4) (creation of government funding mechanisms or government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment).

**Policy Implications**: This proposed agreement with LTUSD supports the following strategic priorities:

5.1 – Public Safety

# Resolution 2025-XXX

**Adopted by the City of South Lake Tahoe**
**City Council**

**January 14, 2025**

**Memorandum of Agreement with the Lake Tahoe Unified School District for a School Resource Officer (SRO) for the 2024-2025 School Year with Budget for Reimbursement from LTUSD to the City in the amount up to $75,268.00**

## BACKGROUND

A. The South Lake Tahoe Police Department is very supportive of the Lake Tahoe Unified School District and has developed a working partnership with the District by being committed to a variety of programs and services that will continue to reduce truancy, juvenile delinquency, and overall crime in our community. For the past 30 years, one of the ways the Department and the District have partnered together is through the School Resource Officer (SRO) program.

B. In 2024, an SRO presentation was completed to the Police Advisory Commission (PAC). The PAC later briefed Council with a Commission report. The PAC expressed their support of the SRO program and the continuous collaboration between LTUSD and the City of South Lake Tahoe to have a police officer in our schools.

C. The Agreement between the City of South Lake Tahoe Police Department and the Lake Tahoe Unified School District requires the Police Department to provide one Police Officer for the 2024-2025 school year and for the District to reimburse the City in the amount up to $75,268.00 for this officer. The amount pays the base pay of the Police Officer's salary for the nine-month school year

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED**, that the City Council of the City of South Lake Tahoe:

1. Authorizes and directs the Mayor to execute the SRO memorandum of agreement with LTUSD for the 2024-2025 school year, which is attached hereto as Exhibit "A."

2. Authorizes budget up to $75,268.00 from the Lake Tahoe Unified School into the Police Special Services account for Fiscal Year 2024-2025 as follows:

| | | |
|---|---|---|
| 10002110-34210 | Police Special Services | (+) $75,268.00 |

Adopted by the City of South Lake Tahoe City Council on January 14, 2025 by the following vote:

Yes:
No:
Absent:
Abstain:

_____ Date:_____

Tamara Wallace, Mayor

Attest:

_____

Susan Blankenship, City Clerk

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*

**MEMORANDUM OF AGREEMENT**
**OPERATION OF THE SCHOOL RESOURCE OFFICER PROGRAM**
**JULY 1, 2024 - JUNE 30, 2025**

**WHEREAS,** the Police Department of the City of South Lake Tahoe ("City") desires to make available to the Lake Tahoe Unified School District ('District") the services of one School Resource Officer ("SRO"); and

**WHEREAS,** the District desires to have said services available for use to fulfill the goal of safe, secure, and drug free schools; and

**WHEREAS,** the City is willing to provide the personnel resources to operate said program upon the payment of a portion of the costs by the District.

**NOW, THEREFORE,** for and in consideration of the mutual promises herein set forth, the City of South Lake Tahoe and the Lake Tahoe Unified School District agree as follows:

1. City shall provide one sworn Police Officer to conduct resource programs at school locations to be designated by the School District, as police department personnel deployment allows, and at such times as may be mutually agreed upon between the chief executive officer of the District and the City Manager, of the City or their designees. The City will be responsible for compensation of all police employees who are assigned to conduct resource programs at school locations, including compensation for necessary overtime hours and the health and/or retirement benefits of police employees.

2. The District agrees to reimburse the City for the 2024-2025 school year (from July 1, 2024 to June 30, 2025), an amount not to exceed Seventy-Five Thousand Two Hundred Sixty Eight dollar ($75,268.00). The $75,268.00 is for the base wage of the Police Officer over a period of nine (9) months.

3. This agreement may be terminated by any party hereto upon ten (10) days written notice, first class mail, postage prepaid, to the chief executive officer of the non-canceling party. Upon such cancellation and subject to the ceiling described in Paragraph two above, City shall be reimbursed for the actual hours expended and administrative charges as of the date of cancellation.

4. District shall reimburse City upon receipt and approval of an invoice showing the hours expended and administrative charges, in accordance with the customary payment processes of the District. The invoices shall be submitted to the District by January 30, 2025.

5. City reserves the right to temporarily withdraw any or all assigned personnel for the duration of an emergency situation that arises. After any withdrawal, assigned personnel shall be returned to their regular assignment as soon as practical. If the withdrawal is protracted, affected positions may be backfilled by the City. Whenever assigned personnel are withdrawn from the District jurisdiction for an emergency assignment, notification shall be provided to the District Superintendent without delay. The Chief of Police or his designee shall have final discretion on emergency reassignment decisions related to any SRO.

6. The relationship between the City and District and their respective employees as provided herein shall be that of an independent contractor. No agency, joint powers agreement, or other relationship is created or intended to be created by this agreement.

7. The City shall indemnify and defend the District against, and hold harmless from any and all loss, damage and liability for damages, including attorney's fees or other costs of defense incurred by District, whether from damages to or loss of property, or injury to or death of District officers, agents and employees, which shall in any way arise out of or be connected by City's operation hereunder, unless such damage, loss, injury or death shall be caused solely by the negligence of District.

8. The District shall indemnify and defend the City against, and hold harmless from any and all loss, damage and liability for damages, including attorney's fees or other costs of defense incurred by City, whether from damages to or loss of property, or injury to or death of City officers, agents and employees, which shall in any way arise out of or be connected by District's operation hereunder, unless such damage, loss, injury or death shall be caused solely by the negligence of City.

9. This agreement may be terminated by either party upon ten (10) days of written notice, first class mail, postage prepaid, to the following:

To City: Manager
City of South Lake Tahoe
1901 Airport Road
South Lake Tahoe, CA
96150

To District: Superintendent
Lake Tahoe Unified School District
1021 Al Tahoe Blvd.
South Lake Tahoe, CA 96150

10. This agreement shall take effect upon the approval of the governing bodies of the parties hereto.

IN WITNESS WHEREOF, this agreement is dated January 14, 2025, in South Lake Tahoe, California.

CITY OF SOUTH LAKE TAHOE

BY:_____
Tamara Wallace, Mayor

Date:_____

ATTEST

BY:_____

Date:_____
Susan Blankenship, City Clerk

LAKE TAHOE UNIFIED SCHOOL DISTRICT

BY:_____
Dr. Todd Cutler, Superintendent

Date: _____

Approved as to Form

BY: _____

Date:_____
Heather Stroud, City Attorney

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**4

**Agenda Item:** Purchase of Three Police Patrol Vehicles

**Executive Summary:** This action item would authorize the purchase of three (3) 2024 Chevrolet Tahoe 4WD PPV police vehicles, related equipment, and installation for a total purchase price not to exceed $309,991.94. Michael Hohl motors submitted the lowest bid in a competitive bidding process on Planet Bids. The radio equipment will be purchased through sole source from Mobile One. The other electronics and upfitting will be obtained through a Placer County cooperative purchase agreement with Lehr.

**Requested Action / Suggested Motions:** Pass a Motion authorizing the purchase of three (3) 2024 Chevrolet Tahoes and related equipment, with installation, using existing budget appropriations up to $309,991.94.

**Responsible Staff Member:** Lt. Jeff Roberson

**Reviewed and Approved By:** David Stevenson, Chief of Police Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

- 02-Michael Hohl Sales Proposal 2024-10-28 .pdf
- 03 - Planet Bid Bid Summary.pdf
- 04 - Lehr Sales Quote - Lehr 50279.pdf
- 05 - SLTPD Patrol Radio quote 1062 1-3-25 (three radios).pdf
- 06-Sole Source Justification.pdf
- 07 - Placer County Contract SCN107418 Lehr.pdf
- 01-staff_report_2024-25_PD_vehicle_replacement_-final_2025-01.docx

# City of South Lake Tahoe
Report to **City Council**

## Meeting Date: January 14, 2025

**Title: Police Patrol Vehicle Replacement**

**Location:** Police Department

**Responsible Staff Member:** Jeff Roberson, Police Lieutenant (530) 542-6521

**Background:** The police department needs to replace aging patrol cars. Historically, funding for the purchase of police vehicles has come almost entirely from Proposition 172, a Safety Sales Tax. This is a restricted revenue source required to be used specifically for public safety services which includes sheriffs, police, fire protection, county district attorneys, county corrections and ocean lifeguards. This request to purchase three replacement patrol police vehicles uses funds from that source.

**Issue and Discussion:** The Police Operations Division (marked patrol vehicles) currently has several vehicles to be replaced. These replaceable patrol cars are more than 10 years old, have high mileage, high engine hours, or have been decommissioned as the result of collisions.

The Police Department seeks approval to purchase three (3) 2024 Chevrolet Tahoe police pursuit vehicles (PPV) to be outfitted as patrol cars.

Chevrolet offers the Tahoe in a 4-wheel drive SUV, PPV package. The Police Department has found these specific vehicles to be effective, reliable, and comfortable for all seasons and variable driving conditions in South Lake Tahoe. The Chevy Tahoe has also been selected and currently driven by the California Highway Patrol. The City's Fleet Division endorses the purchase of these vehicle types and brand for the police patrol division to maintain consistency in the police fleet for efficiency in maintenance.

The police department recommends the purchase of equipment for upfitting such as radios, restraint backseats, emergency lights, push bumpers, computers, and other internal components. Axon in-car cameras have already been purchased for these three vehicles with the Axon contract authorized early this fiscal year.

At the request of the Police Department, the Fleet Division advertised the procurement through PlanetBid on December 3, 2024. Twenty vendors were notified. When the bidding process closed on December 17, 2024; Michael Hohl Motors had submitted the lowest bid. The quote from Michael Hohl motors is included with this agenda package only for equipment specificity as their PlanetBid winning bid was lower.

**Financial Implications:** The expense of the vehicle purchase recommended in this staff report will have no impact on the City General Fund. The total purchase price, with equipment, for three 2024 Chevrolet Tahoe 4WD PPVs will be $309,991.94 from the Police Department Vehicle Replacement Fund (21102110 46130). The 2024-2025 Police Department Vehicle Replacement fund currently has approximately $828,082 available.

The collective bid for these three marked police vehicles was $189,032.52. The makes the price of each individual Chevy Tahoe PPV $63,010.84. The department recommends purchasing these three replacement police vehicles.

The department also recommends purchasing equipment and upfit services from Mobile One and Lehr. The cost for radio equipment from Mobile One will be $16,149.38. The cost for additional equipment and upfitting from Lehr will be $104,810.04.

The radio purchase will be a sole source purchase from Mobile One as they are the distributor for our EF Johnson/Kenwood radios. A cooperative purchase agreement will be used for all other equipment and upfitting from Lehr using Placer County- Lehr contract SCN107418.

**Environmental Considerations:** This is not a 'project' subject to review under the California Environmental Quality Act (CEQA) under CEQA guidelines section 15378(b)(2) (continuing administrative or maintenance activities, such as purchases for supplies).

**Policy Implications:** This report considers Climate Action Plan Action Item EV-2 which directs that city fleet vehicles move toward electric vehicles. In conversations with the Sustainability Coordinator, we agree that emergency response EVs are not a viable option for emergency response police operations at this time. There are several components to address by city action or developing technology before bringing EVs into the emergency response fleet.

> Infrastructure: The infrastructure at the Police Department requires major upgrades to support EV emergency response vehicles. These upgrades include service panel, building wiring, transformers, meters, and the modifications to install each. Additional infrastructure upgrades include a significantly larger emergency generator to carry the additional required capacity to charge in the event of electric utility power loss. These upgrades are being considered and designed under a current contract for Electrical Engineering with EV Range and include several other city fleet EV charging sites as well. Cost estimates for these upgrades are forthcoming in 2025. With the needed EV charging infrastructure designs in hand, staff will be able to bid for construction and request appropriate funding for implementation of fleet EV charging at various city sites at a future date. The police department is a particularly complex site for electrical upgrades thus other city fleet sites have been identified for earlier EV fleet charging infrastructure implementation, and thus EV procurement.
>
> Other considerations are addressed below and deal indirectly with infrastructure by addressing emergency operations rather than routine patrol operations. These other considerations may become irrelevant in the future as adoption of EV becomes universal or as technology advances to provide options not yet considered.

Fleet Resilience: Emergency operations, such as Caldor Fire response, require continuous vehicle operation with little to no down time between emergency responses or police related activity. Energy transfer rates (i.e., the fill up) for EV require much more down time (depending on charger kW) than does energy transfer in gas powered emergency response vehicles; however, that difference may diminish in the future as infrastructure for EVs become more universal or technology advances.

Interoperability: In response to emergencies within and outside the county, our patrol officers often find themselves assisting other police and fire agencies. The nature of an emergency response requires the officer and their equipment to be self-sufficient and able to self-evacuate. Future SLTPD commitment to outside agency assist will have to come with consideration for destination EV infrastructure and availability in the affected area. The limited range of current 100kWh vehicle batteries undermines our police department's ability to respond to assist without consideration for destination infrastructure; a definite impact to our availability for, and effectiveness in, providing outside assistance.

Collisions: Damage that may be survivable and/or easily reparable for an internal combustion engine emergency response vehicle may be catastrophic for an EV. Sudden and long-term loss of a vehicle patrol vehicle may impact normal and emergency police operations with an inordinate and incapacitating delay for EV replacement, not to mention budget impacts.

**MICHAEL HOHL MOTORS**
TERRY ROUDA | 806-474-6654 | terry.rouda@michaelhohl.com

# CITY OF SOUTH LAKE TAHOE POLICE

**Prepared For:** LT JEFF ROBERSON

775-691-0475

JROBERSON@CITYOFSLT.US

Vehicle: [Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial



# MICHAEL HOHL MOTORS

TERRY ROUDA | 806-474-6654 | terry.rouda@michaelhohl.com


Vehicle: [Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( ✓ Complete )

Quote: New Quote FCC24049 24051 24044 24098 SLT PD PPV TAHOE

## Quote Worksheet

| | | MSRP |
|---|---|---|
| Base Price | | $53,450.00 |
| Dest Charge | | $1,995.00 |
| Total Options | | $5,326.00 |
| | **Subtotal** | **$60,771.00** |
| CALIFORNIA STATE BID ASSIST | | ($1,650.00) |
| | **Subtotal Pre-Tax Adjustments** | **($1,650.00)** |
| Less Customer Discount | | ($480.00) |
| | **Subtotal Discount** | **($480.00)** |
| Trade-In | | $0.00 |
| | **Subtotal Trade-In** | **$0.00** |
| | **Taxable Price** | **$58,641.00** |
| Sales Tax | 8.75% | $5,131.09 |
| | **Subtotal Taxes** | **$5,131.09** |
| TRIP PERMIT | | $8.25 |
| | **Subtotal Post-Tax Adjustments** | **$8.25** |
| | **Total Sales Price** | **$63,780.34** |

**Comments:**

JEFF HERE IS THE QUOTE FOR THE PPV TAHOE. THESE ARE THE LAST 4 WE HAVE LEFT IN BLACK, AND THE 25'S ARE SOLD OUT ALREADY. THESE ARE ON THE GROUND AND READY TO GO. PLEASE LET ME KNOW AS SOON AS POSSIBLE IF THERE IS ANY PROBLEM THAT YOU WON'T NEED THEM. I HAVE THEM MARKED SOLD IN YOUR NAME RIGHT NOW.

Dealer Signature / Date

Customer Signature / Date


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Data Version: 23759. Data Updated: Oct 22, 2024 6:47:00 PM PDT.

# MICHAEL HOHL MOTORS

TERRY ROUDA | 806-474-6654 | terry.rouda@michaelhohl.com


Vehicle: [Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( ✓ Complete )

Quote: New Quote FCC24049 24051 24044 24098 SLT PD PPV TAHOE

## Window Sticker

### SUMMARY

[Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial — MSRP:$53,450.00

Interior:Jet Black, Cloth seat trim

Exterior 1:Black

Exterior 2:No color has been selected.

Engine, 5.3L EcoTec3 V8

Transmission, 10-speed automatic

### OPTIONS

| CODE | MODEL | | MSRP |
|---|---|---|---|
| CK10706 | [Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial | | $53,450.00 |
| | **OPTIONS** | | |
| 1FL | Commercial Preferred Equipment Group | | $0.00 |
| 5J0 | Calibration, Front (only) Park Assist Disable. | | $0.00 |
| 5J1 | Calibration, keyless remote panic button and exterior lights/horn disable | | $0.00 |
| 5J3 | Calibration, Surveillance Mode interior lighting | Inc. | |
| 5J9 | Calibration, taillamp flasher, Red/White | Inc. | |
| 5LO | Calibration, taillamp flasher, Red/Red | Inc. | |
| 5Y1 | Front center seat (20% seat) delete | | $0.00 |
| 6C7 | Lighting, red and white front auxiliary dome | | $170.00 |
| 6E2 | Fleet Calibration | | $25.00 |
| 6J3 | Wiring, grille lamps and siren speakers | | $92.00 |
| 6J4 | Wiring, horn and siren circuit | | $55.00 |
| 6J7 | Flasher system, headlamp and taillamp, DRL compatible with control wire | Inc. | |
| 6JG | Red Left/Blue Right Whelen LED Lamp Package | | $1,950.00 |
| 6N5 | Switches, rear window inoperative | | $57.00 |
| 6N6 | Door locks and handles, inside rear doors inoperative | | $62.00 |
| 7X2 | Spotlamps, left- and right-hand | | $1,340.00 |


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Data Version: 23759. Data Updated: Oct 22, 2024 6:47:00 PM PDT.

## Vehicle: [Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( ✓ Complete )

## Quote: New Quote FCC24049 24051 24044 24098 SLT PD PPV TAHOE

| | | | |
|---|---|---|---|
| 9C1 | Identifier for Police Package Vehicle | | $0.00 |
| 9G8 | Headlamps, Daytime Running Lamps and automatic headlamp control delete | | $50.00 |
| AMF | Remote Keyless Entry Package | | $75.00 |
| ATD | Seat delete, third row passenger | Inc. | |
| AU7 | Key common, fleet | Inc. | |
| AZ3 | Seats, front 40/20/40 split-bench | | $0.00 |
| BCV | Lock control, driver side auto door lock disable | Inc. | |
| BTV | Remote start | | $300.00 |
| C6G | GVWR, 7600 lbs. (3447 kg) | Inc. | |
| CWA | Rear Camera Mirror Washer | Inc. | |
| DRZ | Rear Camera Mirror, inside rearview auto-dimming | | $475.00 |
| GBA | Black | | $0.00 |
| GU5 | Rear axle, 3.23 ratio | | $0.00 |
| H1T | Jet Black, Cloth seat trim | | $0.00 |
| IOR | Audio system, Chevrolet Infotainment 3 system, 8" diagonal HD color touchscreen | | $0.00 |
| J55 | Brake system, heavy duty | Inc. | |
| K3W | Battery, 850 cold-cranking amps with 95 amp hour rating | Inc. | |
| K6K | Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating | Inc. | |
| KX4 | Alternator, 250 amps | Inc. | |
| L84 | Engine, 5.3L EcoTec3 V8 | | $0.00 |
| MHU | Transmission, 10-speed automatic | Inc. | |
| NC7 | Emissions override, Federal | | $0.00 |
| PXT | Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel | Inc. | |
| RAV | Tire, spare 275/55R20 all-season, blackwall, Firestone Firehawk Pursuit | Inc. | |
| RC1 | Skid plate, front | Inc. | |
| RNQ | Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap | Inc. | |
| T53 | Lamps, alternate flashing Red & Blue rear compartment lid warning | | $565.00 |
| T66 | Wiring provision, for outside mirrors and cargo side mirrors | Inc. | |


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Data Version: 23759. Data Updated: Oct 22, 2024 6:47:00 PM PDT.

# MICHAEL HOHL MOTORS

TERRY ROUDA | 806-474-6654 | terry.rouda@michaelhohl.com


Vehicle: [Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( ✓ Complete )

Quote: New Quote FCC24049 24051 24044 24098 SLT PD PPV TAHOE

| | | | |
|---|---|---|---|
| UDA | OnStar deactivated (does not delete Bluetooth) | | ($85.00) |
| UN9 | Radio Suppression Package, with ground straps | | $95.00 |
| UT7 | Ground wires, blunt cut cargo area and blunt cut console area | Inc. | |
| UTQ | Theft-deterrent system | | $50.00 |
| V03 | Cooling system, extra capacity | Inc. | |
| V53 | Luggage rack side rails, delete | Inc. | |
| V76 | Recovery hooks, 2 front, frame-mounted, Black | | $50.00 |
| VK3 | License plate front mounting package | | $0.00 |
| VPV | Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly | | $0.00 |
| VXT | Incomplete vehicle | Inc. | |
| VZ2 | Speedometer calibration | Inc. | |
| WUA | Fascia, front high-approach angle | Inc. | |
| XCS | Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit | Inc. | |
| YF5 | Emissions, California state requirements | | $0.00 |
| Z56 | Suspension Package, heavy-duty, police-rated. | Inc. | |
| ___ | Capless Fuel Fill | Inc. | |
| ___ | Exterior ornamentation delete | Inc. | |
| ___ | Instrumentation, analog | Inc. | |
| ___ | Theft-deterrent system, vehicle, PASS-Key III | Inc. | |
| ___ | Power supply, 50-amp, power supply, auxiliary battery | Inc. | |
| ___ | Power supply, 100-amp, auxiliary battery, rear electrical center | Inc. | |
| ___ | Power supply, 120-amp, (4) 30-amp circuit, Primary battery | Inc. | |
| ___ | Seat belts, 3-point, all seating positions | Inc. | |
| ___ | Protected idle | Inc. | |
| | **SUBTOTAL** | | **$58,776.00** |
| | Adjustments Total | | $0.00 |
| | Destination Charge | | $1,995.00 |
| | **TOTAL PRICE** | | **$60,771.00** |


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# MICHAEL HOHL MOTORS

TERRY ROUDA | 806-474-6654 | terry.rouda@michaelhohl.com


Vehicle: [Fleet] 2024 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( ✓ Complete )

Quote: New Quote FCC24049 24051 24044 24098 SLT PD PPV TAHOE

## FUEL ECONOMY

Est City:14 (2023) MPG

Est Highway:20 (2023) MPG

Est Highway Cruising Range:480.00 mi


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Data Version: 23759. Data Updated: Oct 22, 2024 6:47:00 PM PDT.

# Bid Detail

| | |
|---|---|
| **Project Title** | Purchase of 2024/2025 Chevrolet PPV Tahoe |
| **Invitation #** | 12/03/2024 |
| **Bid Posting Date** | 12/03/2024 12:00 PM (PST) |
| **Project Stage** | Closed |
| **Bid Due Date** | 12/17/2024 12:00 PM (PST) |
| **Response Format** | Electronic only |
| **Link to Project** | https://vendors.planetbids.com/portal/14997/bo/bo-detail/124404 |
| **Reference ID** | 2024/12/03 |
| **Project Type** | RFQ (Request for Quote) |
| **Response Types** | Line Items |
| **Type of Award** | Lump Sum |
| **Categories** | 336112 - Light Truck and Utility Vehicle Manufacturing<br>423110 - Automobile and Other Motor Vehicle Merchant Wholesalers<br>441229 - All Other Motor Vehicle Dealers |
| **License Requirements** | |
| **Restriction** | None |
| **Restricted To** | |
| **Department** | Public Works |
| **Address** | 1700 D Street<br>South Lake Tahoe, California<br>96150 |
| **County** | El Dorado |
| **Bid Valid** | |
| **Liquidated Damages** | |
| **Target Bid Amount** | |
| **Estimated Bid Value** | |
| **Start/Delivery Date** | |
| **Project Duration** | |
| **Prevailing Wage** | No |
| **Cooperative Bid** | No |
| **Piggy-backable** | No |
| **eBid Notes** | |

# Pre-Bid Meeting Information

| | |
|---|---|
| **Pre-Bid Meeting** | No |

# Online Q&A

| | |
|---|---|
| **Online Q&A** | Yes |
| **Q&A Deadline** | 12/13/2024 11:46 AM (PST) |

# Contact Information

| | |
|---|---|
| **Contact Info** | Phil Harwood 530-542-6086<br>pharwood@cityofslt.us |
| **Bids to** | |

Owner's Agent

# Description

Scope of Services
Other Details
Notes
Special Notices
Local Programs & Policies

# Documents

| File Title | File Name | Status |
| --- | --- | --- |
| Chevrolet PPV Tahoe Specification<br>**Download Cost** $0.00 | Chevrolet PPV Tahoe.pdf | On Server |

# Line Items

| Item # | Item Code | Section | Type | Description | UOM | Qty | Reference | MFR | Model # | Brand Req | Brand | Delivery Loc |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | Section 1 | | Chevrolet PPV Tahoe 4WD | EA | 3 | | Chevrolet | PPV TAHOE | | | |
| 2 | | Section 2 | | Delivery to South Lake Tahoe CA, 96150 | EA | 3 | | | | | | |
| 3 | | Section 3 | | Sale Tax 8.75% | EA | 3 | | | | | | |

# Vendor Notification

**Agency Notifications** `20 City of South Lake Tahoe vendors notified`

12/03/2024 12:00 PM (PST) 20 vendors notified

**using Criteria** **Category:**
336112 - Light Truck and Utility Vehicle Manufacturing
423110 - Automobile and Other Motor Vehicle Merchant Wholesalers
441229 - All Other Motor Vehicle Dealers

**Country:** United States
**State:** California

**Bar None Auction** (241542)
2440 Gold River Road, Suite 200
Rancho Cordova, California 95670
United States

**Contact:** Jennifer Spradlin
**Phone:** 916-265-2488
**Fax:** 916-638-8961
**Email:** jspradlin@barnoneauction.com

**CDCE INC** (72334)
22641 OLD CANAL ROAD
YORBA LINDA, California 92887
United States

**Contact:** BRIAN SOLOMON
**Phone:** 714-282-8881 **ext.** 225
**Fax:** --
**Email:** BSOLOMON@CDCE.COM

WBE

**Coaling Motors / Lasher Dodge** (141854)
625 E Elm St
Coalinga, California 93210-1514
United States

**Contact:** Bill Kemery
**Phone:** 916-429-4700
**Fax:** 916-421-0149
**Email:** billk@lasherauto.com

**Elk Grove Auto** (1519310)
8575 Laguna Grove Drive
Elk Grove, California 95757
United States

**Contact:** Jerry Powers
**Phone:** 916-426-5752
**Fax:**
**Email:** Dodge@lasherauto.com

**EVCS** (1386233)
11800 Clark Street
Arcadia, California 91006
United States

**Contact:** Melissa Lowry
**Phone:** 866-300-3827
**Fax:**
**Email:** grants@evcs.com

**Fremont Chevrolet** (1470937)
5850 Cushing pkwy
Fremont, California 94538
United States

**Contact:** Nelson Huntley
**Phone:** 707-494-4480
**Fax:**
**Email:** Nelson.huntley@cacargroup.com

**Fresno Truck Center** (72545)
100 Opportunity Street
Sacramento, California 95838
United States

**Contact:** Dean Needham
**Phone:** 916-286-2013 **ext.**
**Fax:** 916-286-2085
**Email:** dneedham@sacramentotruck.com

**Future CDJR of Concord** (1267690)
2121 Diamond blvd
Concord, California 94520
United States

**Contact:** Ramin Bateni
**Phone:** 925-822-8650
**Fax:**
**Email:** rbateni@futurecdjr.com

**Greenkraft Inc** (597590)
2530 South Birch Street
Santa Ana, California 92707
United States

**Contact:** Sosi Bardakjian
**Phone:** 714-545-7777 **ext.** 222
**Fax:**
**Email:** sosi@greenkraftinc.com

**Greenwood Chevrolet** (1274747)
270 San Felipe Rd.
Hollister, California 95023
United States

**Contact:** Chris Greenwood
**Phone:** 831-637-5328
**Fax:**
**Email:** chris.greenwood@greenwoodmotors.com

**Jack Doheny Supplies, Inc.** (72655)
1700 Verne Roberts Circle
Antioch, California 94509
United States

**Contact:** MARK PADUVERIS
**Phone:** 925-777-0944
**Fax:** 925-777-0945
**Email:** markpaduveris@dohenysupplies.com

**Pacific Material Handling Solutions, INC** (72845)
8111 Fruitridge Rd.
Sacramento , California 95826
United States

**Contact:** Pete Thomas
**Phone:** 916-381-4000 **ext.**
**Fax:** 916-381-5217
**Email:** pthomas@pmhsi.com

**Selman Chevrolet** (1322679)
1800 E Chapman Ave
Orange, California 92867
United States

**Contact:** Mike Bradley
**Phone:** 949-836-8437
**Fax:**
**Email:** mikebradley@selmanchevy.com

**SF Moto** (1069800)
275 8th. Street
San Francisco, California 94103-3924
United States

**Contact:** Eric Halladay
**Phone:** 415-861-6100 **ext.** 285
**Fax:** 415-861-7198
**Email:** eric@sfmoto.com

OSB

**South Bay Auto Auction** (605757)
13210 S Normandie Ave
Gardena, California 90249
United States

**Contact:** Bradley Lance
**Phone:** 209-647-3377
**Fax:**
**Email:** bradley.lance@southbayautoauction.com

**US Auctions** (667931)
130 East 9th Street
Upland, California 91786
United States

**Contact:** Armando Camarena
**Phone:** 909-921-1008
**Fax:**
**Email:** armando@usauctions.net

**Watsonville Fleet Group** (1001561)
555 Auto Center Drive
Watsonville, California 95076
United States

**Contact:** Yesenia Covarrubias
**Phone:** 626-457-5590
**Fax:** 626-457-5593
**Email:** fleet@watsonvillefleetgroup.com

**Wattco** (1270172)
2230 Cordelia Road
Fairfield, California 94534
United States

**Contact:** Larry Tucker
**Phone:** 707-435-9233
**Fax:**
**Email:** ltucker@Wattco.net

**Western Truck Exchange** (381840)
159 E. Manchester Ave
Los Angeles, California 90003
United States

**Contact:** Dan Holtzman
**Phone:** 323-750-1277
**Fax:** 323-789-9929
**Email:** dan@westtruck.com

OSB, SBE

**Winner Chevrolet, Inc.** (1272099)
8575 Laguna Grove Drive
Elk Grove, California 95757
United States

**Contact:** Jerry Powers
**Phone:** 916-426-5752
**Fax:** 916-421-0149
**Email:** winner@lasherauto.com

# Prospective Bidders

*5 Prospective Bidders*

| Vendor | Contact | Vendor Type | Status |
|---|---|---|---|
| **Deltek** (2780563)<br>2291 Wood Oak Dr<br>Herndon, Virginia 20171<br>United States | **Contact:** Source Management<br>**Phone:** 206-373-9500<br>**Fax:**<br>**Email:** sourcemanagement@deltek.com | | Bidder |
| **DMullis Insurance** (2782043)<br>1299 Boltonfield St.<br>Columbus, Ohio 43228<br>United States | **Contact:** David Mullis<br>**Phone:** 505-988-6583<br>**Fax:**<br>**Email:** dmullisinsurance@gmail.com | | Bidder |
| **kn inc** (2780979)<br>907 State Street<br>San Diego, California 92093<br>United States | **Contact:** Katten Nepalen<br>**Phone:** 800-444-8884<br>**Fax:**<br>**Email:** nepalkat23@gmail.com | | Bidder |
| **Lead Pursuits LLC** (2781451)<br>2450 Colorado Ave.<br>Santa Monica, California 90404<br>United States | **Contact:** Lead Department<br>**Phone:** 310-237-6770<br>**Fax:**<br>**Email:** leads@leadpursuits.com | | Bidder |
| **Michael Hohl Motors** (2781950)<br>2900 Research Way<br>Carson City, Nevada 89706<br>United States | **Contact:** Terry Rouda<br>**Phone:** 806-474-6654<br>**Fax:**<br>**Email:** ninertr@gmail.com | | Bidder |

# Bid Results

## Bidder Details

| | |
|---|---|
| **Vendor Name** | Michael Hohl Motors |
| **Address** | 2900 Research Way<br>Carson City, Nevada 89706<br>United States |
| **Respondee** | Terry Rouda |
| **Respondee Title** | fleet manager |
| **Phone** | 806-474-6654 |
| **Email** | terry.rouda@michaelhohl.com |
| **Vendor Type** | |
| **License #** | |

## Bid Detail

| | |
|---|---|
| **Bid Format** | Electronic |
| **Submitted** | 12/04/2024 8:27 PM (PST) |
| **Delivery Method** | |
| **Bid Responsive** | |
| **Bid Status** | Submitted |
| **Confirmation #** | 405825 |

## Respondee Comment

## Buyer Comment

# Line Items

**Discount Terms** No Discount

| Item # | Item Code | Type | Item Description | UOM | QTY | Unit Price | Line Total | Response | Comment |
|---|---|---|---|---|---|---|---|---|---|
| Section 1 | | | | | | | $173,823.0000 | | |
| 1 | | | Chevrolet PPV Tahoe 4WD | EA | 3 | $57,941.0000 | $173,823.0000 | Yes | |
| Section 2 | | | | | | | $0.0000 | | |
| 2 | | | Delivery to South Lake Tahoe CA, 96150 | EA | 3 | $0.0000 | $0.0000 | Yes | |
| Section 3 | | | | | | | $15,209.5200 | | |
| 3 | | | Sale Tax 8.75% | EA | 3 | $5,069.8400 | $15,209.5200 | Yes | |

# Line Item Subtotals

| Section Title | Line Total |
|---|---|
| **Section 1** | **$173,823.0000** |
| **Section 2** | **$0.0000** |
| **Section 3** | **$15,209.5200** |
| **Grand Total** | **$189,032.5200** |

# Sales Quote



9240 Prototype Dr Reno, NV 89521-8987
Phone: 775-507-2460 Fax:

Quote Number: 50279
Document Date: 11/5/2024
Terms: Net 30
Payment Method:

Sell To: City of South Lake Tahoe
Jeff Roberson
1901 Airport Road Suite 210
So Lake Tahoe, CA 96150-6325
Phone: 530-542-6521

Ship To: South Lake Tahoe-Motor Pool
Jeff Roberson
1700 D ST
SOUTH LAKE TAHOE, CA 96150-6227
Phone: 800-982-8468

Ship Via
Tax Ident. Type Legal Entity

Customer ID 62850
SalesPerson Steve Adair

**Vehicle Information:**
2024 CHEVY TAHOE

| Item No. | Description | Quantity | Unit Price | Total Price |
|---|---|---|---|---|
| | 2024 Tahoe Patrol<br>Using Placer County Contract SCN107418 | | | |
| | _____ | | | |
| | Front End Equipment | | | |
| BK2019TAH21 | Setina, PB450L4 Aluminum Bumper ION Trio R/B/W, 21-24 Tahoe | 3 | 861.75 | 2,585.25 |
| CEM16 | Whelen Core WCX 16 Output Expansion Module | 3 | 171.60 | 514.80 |
| SA315P | Whelen Siren Speaker 100W | 3 | 199.99 | 599.97 |
| | PROMO | | | |
| SAK70 | Whelen, Speaker Bracket, Fits 2021-23 Tahoe | 3 | 30.60 | 91.80 |
| | OEM WIG-WAG and Back Flash | | | |
| I | Installation Charges | 24 | 140.00 | 3,360.00 |
| | _____ | | | |
| | Side Equipment | | | |
| LINSV2B | Whelen, LINZ V-Series LED Blue Under Surface Mount | 3 | 181.20 | 543.60 |
| LINSV2R | Whelen LINZ V-Series LED Red Under Surface Mount | 3 | 181.20 | 543.60 |
| LSVBKT54 | Whelen, LINSV Series Mirror Mount Kit, Fits 21+ Tahoe-Pair | 3 | 20.40 | 61.20 |
| I | Installation Charges | 9 | 140.00 | 1,260.00 |
| | _____ | | | |
| | Roof Equipment | | | |
| BB2DEDE-LEHR | Whelen, 54" Liberty II Duo WCX | 3 | 2,265.00 | 6,795.00 |
| | PROMO | | | |
| STPKT101 | Whelen Strap Kit, Fits Silverado 1500 2019-2020 | 3 | | |
| NMO-K-DS | 3/4" Hole NMO Style Mount w/17' DS Coax | 6 | 34.87 | 209.22 |
| | PROMO | | | |
| PWAT328TWSHKGCPLEHR | Panorama, Panorama Ibr900 Antenna Sharkee Gcp | 3 | 315.00 | 945.00 |
| | Confirm Radio's and number of antennas | | | |
| I | Installation Charges | 9.75 | 140.00 | 1,365.00 |
| | _____ | | | |
| | Drivers Compartment Equipment | | | |
| CCTL7 | Whelen Core WCX 21 Push-Buttons & 4-Position Slide Control Head | 3 | | |
| C399SP | Whelen SCANport KIT FOR C399 | 3 | | |
| | Available for Ford Super Duty 2023-2024, Chevrolet Silverado 1500 PPV 2022-2024, | | | |

# Sales Quote



9240 Prototype Dr Reno, NV 89521-8987
Phone: 775-507-2460 Fax:

Quote Number: 50279
Document Date: 11/5/2024
Terms: Net 30
Payment Method:

Sell To: City of South Lake Tahoe
Jeff Roberson
1901 Airport Road Suite 210
So Lake Tahoe, CA 96150-6325
Phone: 530-542-6521

Ship To: South Lake Tahoe-Motor Pool
Jeff Roberson
1700 D ST
SOUTH LAKE TAHOE, CA 96150-6227
Phone: 800-982-8468

Ship Via
Tax Ident. Type Legal Entity

Customer ID 62850
SalesPerson Steve Adair

**Vehicle Information:**
2024 CHEVY TAHOE

| Item No. | Description | Quantity | Unit Price | Total Price |
|---|---|---|---|---|
| | Ford Transit 2023-2024, Chevrolet Blazer EV 2023-2024, Chevrolet Tahoe 2024 | | | |
| C-VS-1012-TAH-1 | Havis Console Vehicle Specific 22", Fits 2021+ Chevy Tahoe | 3 | 546.00 | 1,638.00 |
| C-EB40-CCS-1P | Havis 4" FP Fits Cencom CCSRN, CCSRNTA, MPC03 | 3 | | |
| C-EB30-KCH-1P | Havis, 3" Face Plate, Fits Kenwood KCH-20R Remote Radio | 3 | | |
| C-FP-3 | Havis, 3" Filler Plate | 3 | | |
| | 10" of slanted Console used | | | |
| C-AP-0325-1 | Havis 3" Accessory Pocket, 2.5" Deep | 3 | 35.70 | 107.10 |
| C-EB40-WSB-1P | Havis 4" FP Fits Arges Remote Spotlight Control Head | 3 | | |
| C-FP-1 | Havis, 1" Filler Plate | 3 | | |
| CUP2-1001 | Havis 4" Internal Self-Adjusting Double Cup Holder | 3 | 46.90 | 140.70 |
| C-USB-3 | Havis, USB-C & USB Type A Dual Port Charger | 6 | 69.30 | 415.80 |
| | 12" of flate console space used | | | |
| C-ARM-103 | Havis, Armrest For Top Mount, Console, Large Pad | 3 | 127.40 | 382.20 |
| C-DMM-3019 | Havis, Heavy Duty Dash Mount, Fits 21-23 Chevrolet Tahoe | 3 | 361.90 | 1,085.70 |
| C-KBM-202 | Havis, Rugged Keyboard Mount and Adapter Combination | 3 | 118.30 | 354.90 |
| IK-TR-911-RED | iKey Full Travel Keyboard w/Backlit Keys | 3 | 346.50 | 1,039.50 |
| | PKG-MD-ARM-0306 includes the following items | | | |
| C-LDM-0012 | Havis, Side Pole Mount for Swivel Arm | 3 | 131.60 | 394.80 |
| MD-ARM-0306 | Havis, Swivel Arm Mount | 3 | 105.70 | 317.10 |
| | END OF ASSEMBLY | | | |
| CF-334Z053AM | Panasonic, Win11 Pro, Intel Core i7-1270P vPro, AMT, 12.0in QHD Gloved Multi Touch + Digitizer | 3 | 4,985.00 | 14,955.00 |
| DS-PAN-1201-2 | Havis, Docking Station For Panasonic TOUGHBOOK 33 Tablet with Standard Port Replication | 3 | 822.50 | 2,467.50 |
| LPS-103 | Havis, Power Adapter | 3 | 200.90 | 602.70 |
| G-BOM621-A | Intrmotive, Blackout Module 2021 Chevy Tahoe (Ppv, Ssv, U.S. Vehicles Only) | 3 | 453.13 | 1,359.39 |
| G-PIO601-A | Intermotive Protected Idle Output, Secures Gunlock and Hatch, 2021 Tahoe | 3 | 264.14 | 792.42 |
| GK11191B1S | Setina Dual T-Rail Gun Mount 1 Blac-Rac Lock/1 Shotgun Lock #2 Key | 3 | 771.75 | 2,315.25 |
| 60CREGCS | Whelen 12 Diode Interior Light, 6" Round Surface Mount Split Red/White | 3 | 151.20 | 453.60 |
| | PROMO | | | |
| MMSU-1 | Mag Mic Magnetic Mic Kit | 6 | 34.95 | 209.70 |
| I | Installation Charges | 67.5 | 140.00 | 9,450.00 |

# Sales Quote



9240 Prototype Dr Reno, NV 89521-8987
Phone: 775-507-2460 Fax:

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SOUTH LAKE TAHOE, CA 96150-6227
Phone: 800-982-8468

Ship Via
Tax Ident. Type Legal Entity

Customer ID 62850
SalesPerson Steve Adair

**Vehicle Information:**
2024 CHEVY TAHOE

| Item No. | Description | Quantity | Unit Price | Total Price |
|---|---|---|---|---|
| | Prisoner Compartment Equipment | | | |
| | PK0419TAH21 includes the following | | | |
| PT2185TAH21 | Setina, VS RP Partition Transfer Kit 21-24 Tahoe | 3 | 336.75 | 1,010.25 |
| BR10SVSCACPR | Setina, #10VS C SVSCA BAR COATED POLY RP | 3 | 642.85333 | 1,928.56 |
| | END OF ASSEMBLY | | | |
| PK0123TAH212ND | Setina, #12VS 2ND EXPANDED METAL Partition | 3 | 479.25 | 1,437.75 |
| WK0514TAH21 | Setina, Window Barrier, Steel, Vertical, Fits 2021+ Tahoe | 3 | 246.75 | 740.25 |
| DK0100TAH21 | Setina TPO Door Panel Covers- Black 2021-24 Tahoe | 3 | 246.75 | 740.25 |
| QK1374TAH21 | Setina Full Transport Replacement Seat 2021-24 Tahoe | 3 | 869.25 | 2,607.75 |
| I | Installation Charges | 22.5 | 140.00 | 3,150.00 |
| | _____ | | | |
| | Back End Equipment | | | |
| 32947035020070330001 | Tuffy, Custom Tactical Gear Drawer 3-Drw, 47" P/N 329-470350200-7033-000-01 | 3 | 1,674.83667 | 5,024.51 |
| 235-01 | Tuffy, SL-Riser Mounting Kit for Drawers | 3 | 178.20 | 534.60 |
| C399 | Whelen Cencom Core WCX Remote Siren & Control Center | 3 | 1,079.00 | 3,237.00 |
| | PROMO | | | |
| TLIB | Whelen ION T-Series Linear Super-LED Surface Mt. Lighthead Blue | 3 | 97.80 | 293.40 |
| | PROMO | | | |
| TLIR | Whelen ION T-Series Linear Super-LED Surface Mt. Lighthead Red | 3 | 97.80 | 293.40 |
| | PROMO | | | |
| TIONWEDG | Whelen Mounting Wedges ION T-Series | 6 | 13.80 | 82.80 |
| | Mounted exterior by license plate visable when hatch is open | | | |
| IONBKT1 | Whelen, Universal License Plate Bracket for 2 ION Lightheads, Horizontal Mount | 3 | 26.40 | 79.20 |
| IONR | Whelen ION Series Super-LED Universal Light - Red | 3 | 100.80 | 302.40 |
| | PROMO | | | |
| IONB | Whelen ION Series Super-LED Universal Light - Blue | 3 | 100.80 | 302.40 |
| | PROMO | | | |
| 60CREGCS | Whelen 12 Diode Interior Light, 6" Round Surface Mount Split Red/White | 3 | 151.20 | 453.60 |
| | PROMO | | | |
| DC-5E8Q-25BLMB | Misc, 25' Cat 5 Cable | 3 | 21.99 | 65.97 |
| HKN6169B | Motorola 17' Control Head Remote Mount Cable APX, XTL | 3 | 98.52 | 295.56 |
| SO-L2001 | AFS, Lehr Auto Timed Power Harness-96" Braided, 6 Timed Circuits w/ Ground Wires | 3 | 143.08667 | 429.26 |

# Sales Quote



9240 Prototype Dr Reno, NV 89521-8987
Phone: 775-507-2460 Fax:

Quote Number: 50279
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SOUTH LAKE TAHOE, CA 96150-6227
Phone: 800-982-8468

Ship Via
Tax Ident. Type Legal Entity

Customer ID 62850
SalesPerson Steve Adair

**Vehicle Information:**
2024 CHEVY TAHOE

| Item No. | Description | Quantity | Unit Price | Total Price |
|---|---|---|---|---|
| SO-L2003 | AFS, Lehr Auto Timed and Ignition Power Harness-96" Braided, 4 Tmd Cicr w/ 2 Ign Cicr and 3 Greend W | 3 | 113.95333 | 341.86 |
| MW-A1001 | All Fleet Solutions, MW Series Speaker Adapter, Fits Whelen CORE AMP w/ CORE C399 | 3 | 32.83 | 98.49 |
| SO-408-MWDC | SPECIAL ORDER, LEHR AUTO, DATA Cable Harness FOR WHELEN CORE | 3 | 411.35333 | 1,234.06 |
| SO-385-FL | All Fleet Solutions, MW Series, PUSH BMPR Harness, QTY 4: DUP GRILL, QTY 2 Duo SIDE LGTS & QTY 2 Duo | 3 | 184.19 | 552.57 |
| 12-WCX-PWR36 | AFS, WeCanX Expansion Module, 36" Canem16 Power, (4) 10 Amp Mini Fuse w/ 1/4" Ring At Battery | 3 | 110.13 | 330.39 |
| 12-WCSP-CORE-28 | AFS, 28" Whelen Cencom Core Siren Power Cable | 3 | 66.37333 | 199.12 |
| 00-1402-L | AFS, Battery Cable for 2021 Chevy Tahoe, 6 Ga Battery To Radio Tray w/ 150 Amp Circuit Breaker | 3 | 175.26667 | 525.80 |
| CK-WCX-M7 | All Fleet Solutions, Connector Kit for WCX-M7 ConnectorS AND 21 PINS | 3 | 16.27333 | 48.82 |
| WCX-M7 | All Fleet Solutions, DATA Cable JUNCTION BOX FOR WHELEN CORE, 7 PORTS | 3 | 87.90667 | 263.72 |
| MB-CT001 | All Fleet Solutions, Underhood Mounting Bracket for Chevy Tahoe | 3 | 40.79667 | 122.39 |
| P18-FLEX | All Fleet Solutions, PWR 18 DIST CNTR, 6 BAT HOT, 6 IGN HOT, 6 TIMED CIR, 125 AMP TOTAL, 30 AMP/CIR | 3 | 474.60 | 1,423.80 |
| I | Installation Charges | 57 | 140.00 | 7,980.00 |
| F | Shipping Charges | 3 | 575.00 | 1,725.00 |
| INSTALL | Install Materials | 3 | 435.00 | 1,305.00 |

Amount Subject to Sales Tax 94790.73
Amount Exempt from Sales Tax 1,725.00

**Subtotal:** **96,515.73**
Total Sales Tax: 8,294.31
**Total:** **104,810.04**

# MOBILE-ONE
Communications & Electronics, Inc.

**Company Address**
740 Commerce Dr., Suite 11
Venice, FL 34292
732-267-4767

**Date** 1/3/2025
**Quotation #** 1062
**Customer ID** South Lake Tahoe

**Quotation For**
South Lake Tahoe Police Department
Jeff Roberson
1352 Johnson Blvd
South Lake Tahoe, CA 96150
775-691-0475

**Quotation valid until:** 2/3/2025
**Prepared by:** Cody Klawitter

## Comments or Special Instructions
3 Patrol Radios

| Part Number | Description | Unit Price | Qty | Amount |
|---|---|---|---|---|
| VM7730BF-P | VHF Mobile (With KCH-20RV Control Head) | $ 4,950.00 | 3 | $ 14,850.00 |
| | | | | $ - |
| KCT-71M2 | 17ft cable | $ - | 3 | $ - |
| KMC-65M | MIC | $ - | 3 | $ - |
| KCT-23M3 | Standard Deck DC Cable | $ - | 3 | $ - |
| KMB-33M | Standard Deck Mounting Bracket | $ - | 3 | $ - |
| KRK-17BF | Remote Kit | $ - | 3 | $ - |
| KCT-46 | Ignition Sense Cable | $ - | 3 | $ - |
| KES-5A | KES-5 speakers for KCH-20 | $ - | 3 | $ - |
| 8322000002 | P25 Conventional | $ - | 3 | $ - |

| | | | | |
|---|---|---|---|---|
| 8322000005 | P25 Phase 1 Trunking | $ - | 3 | $ - |
| 8322000006 | P25 Phase 2 TDMA | $ - | 3 | $ - |
| 8323000004 | Multi Key AES | $ - | 3 | $ - |
| 8326000002 | MDC1200 / GE-Star Signaling | $ - | 3 | $ - |
| 8324000002 | P25 OTAR | $ - | 3 | $ - |
| 8324000004 | OTIP | $ - | 3 | $ - |
| 8326000027 | P25 Paging Decode and Encode | $ - | 3 | $ - |
| | P25 OTAP | $ - | 3 | $ - |
| | 5db gain antenna kit | $ - | 3 | $ - |

| | |
|---|---|
| Subtotal | $ 14,850.00 |
| Tax Rate | 8.75% |
| Sales Tax | $ 1,299.38 |
| Other | |
| **TOTAL** | **$ 16,149.38** |

If you have any questions concerning this quotation, please contact:
Richard Schubiger 732-267-4767

Thank you for your business!

# SOLE SOURCE JUSTIFICATION REQUEST

SOLE SOURCE VENDOR: _____MobileOne_____

ADDRESS: 740 Commerce Dr. Ste 11 Venice, FL 34292

ITEM TO BE PURCHASED: Patrol Vehicle Radios (3)
COST: not to exceed $16,149.38

1. Check reasons for sole source request:

_____ **Proprietary**: The item is available only from a single source; the item is held under exclusive title, trademark, or copyright by a private person or company; a proprietary distributorship would also apply.

_____ **Emergency Purchase**: The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation, per City Code SLTCC § 3.45.070

__XX_ **Sole Source**: After solicitation of several sources, competition is determined inadequate or no other items are known to exist which perform the same function.

_____ **Federal Awards**: when purchasing goods or services with Federal Funds where the Federal awarding agency expressly authorizes noncompetitive proposals in response to a written request from the City. (attach authorization to this form)

__XX_ **Standardization**: The City requires the item(s) to standardize parts, design, quality, etc.
Explain: MobileOne is the current radio system contractor and supplier of the EF Johnson/Kenwood Mobile Radio Consoles currently installed in our police vehicle fleet. EF Johnson/Kenwood is the manufacturer of our citywide radio digital radio system. This purchase keeps each patrol vehicle consistent for radio console user interface.

*Note: when using Federal Funds, you must have written authorization from the Federal Awarding agency if claiming sole source for Standardization purposes.*

2. Describe the product or service and how it is unique or one-of-a-kind: EF Johnson is the manufacturer of the city wide radio system.

3. Explain why the product/service is available from only one source and what avenues you pursued to confirm that this is factual. MobileOne is our contracted vendor and is still under performance contract.

5. Can your requirements be modified to allow competitive products or services be used?
Explain: Fleet equipment continuity is important; this was the radio system installed fleetwide.

**REQUESTOR NAME/ DEPARTMENT**: Lt. Jeff Roberson, Police Department

**DEPARTMENT HEAD SIGNATURE:** _____ DATE: 1/7/25

**FINANACE DEPT.** _____ DATE: 1/6/25

**CITY ATTORNEY SIGNATURE:** _____ DATE: 1/7/25

**CITY MANAGER SIGNATURE:** _____ DATE: 1/7/2025

* Requests over $10,000 require City Manager's approval. Requests over $60,000 requires City Council's approval.

# Supplier Contract

County of Placer
Procurement Services Division
2964 Richardson Drive
Auburn, CA 95603
Phone (530) 886-2122

| | |
|---|---|
| Contract Number | SCN107418 |
| Contract Reference | 97 |
| Contract Start Date | 10/01/2024 |
| Contract End Date | 09/30/2025 |
| Buyer | Javier Terrazas |
| Phone Number | +1 (530) 8894252 |
| Email | JTerrazas@placer.ca.gov |



**Supplier:**

STOMMEL INC
dba LEHR
631 N MARKET BLVD STE N
SACRAMENTO, CA 95834

This Supplier Contract shall be governed by the attached terms and conditions.

Please reference the Supplier Contract number above on all invoices and correspondence related to this order.

**Summary:**

Emergency Response Vehicle Supplies/Equipment and Installation Services
Vendor Contact: Steve Adair, Ph. #No. 916-267-5547, Email: steve@lehrauto.com
County Contacts:
Probation Dept. Contact: Jeff Thompson, Ph. #530-889-7912, Email: jthompson@placer.ca.gov
Placer County Sheriff Contact: Matt Burgans, Ph. #530-889-7865
Sheriff Accounting: srfpayables@placer.ca.gov
Placer County Fire: Sarah Poindexter, Ph. #530-889-4037
Placer County Fire Accounting: AccountsPayableCEO@placer.ca.gov
District Attorney's Office: Mary Green, Ph. #916-543-8079, mgreen@placer.ca.gov
Renewal of SCN1063120

| Payment Terms | Total Contract Amount |
|---|---|
| | 500,000.00 |

**Service Lines**

| Line Number | Description | Start Date | End Date | Amount |
|---|---|---|---|---|
| 1 | Emergency response vehicle equipment and supplies as well as equipment installation services in accordance with the vendor's agreement to renew SCN106312 - see attached for pricing, terms, and conditions, and discounts.<br><br>Approved by the Placer County Board of Supervisors on July 9, 2024. | 10/01/2024 | 09/30/2025 | 500,000.00 |

Jon Manning, CPPB
Purchasing Manager

631 North Market Street Suite N, Sacramento Ca 95834

## Labor Price Increase Notice

### Due to wage pressure for technicians our labor rate has increased to $140 per hour Effective:

### October 1, 2024

October 1, 2024

To Our Valued Customers,

Due to the State of California increasing wage pressure and industry changes our new Labor Rate will need to increase from $125.00 per hour to $140.00 per hour for work performed at a LEHR facility. Labor performed outside of a LEHR facility will be billed at $200.00 per hour. Technicians travel will be billed at $140.00 per hour.

Lehr provides specialized labor for the fabrication of first responder vehicles. Historically we have only taken four labor increases in 15 years. Wages have increased annually to allow Lehr to continue to employ certified and qualified technicians. To ensure that Lehr provides the best emergency equipment installations in the industry this increase was implemented.

If you have any questions regarding the labor increase, please reach out to:

**Steve Adair**

**Lehr**

Regional Sales Manager

631 North Market St. Suite N

Sacramento, CA 95834

Cell 916.267.5547

Fax: 916.646.6656

steve@lehrauto.com

Additional Emergency Equipment Manufatures Discounts

| Manufacture | Discount of List Price |
|---|---|
| AFS | 40% |
| Ace K-9 | 2% |
| AEDEC | 2% |
| American Aluminum | 25% |
| Airgain | 15% |
| BackRack | 15% |
| Big Sky | 10% |
| Boss | 20% |
| Brooking | 20% |
| CHEETAH | 13.33% |
| Copeland | 15% |
| D&R | 10% |
| ECCO | 40% |
| GORhino | 25% |
| Grote | 20% |
| Hint | 15% |
| Hybrid Power Solutions | 2% |
| I-Key | 23% |
| Intermotive | 10% |
| Jotto Desk | 12% |
| Kussmaul | 5% |
| LEHR Vehicle Solutions | 30% |
| Lind | 2% |
| Lund | 5% |
| MnStar | 10% |
| Newmar | 5% |
| Panorama | 5% |
| Patrol Power | 20% |
| Pico | 35% |
| PMT | 5% |
| Power Products | 15% |
| Pro-Gard | 20% |
| Ram Mounts | 15% |
| Ray Allen | 2% |
| Rockland Boxes | 2% |
| Stico | 2% |
| Stopstick | 5% |
| Streamlight | 30% |
| Secure-Idle | 5% |
| TigerTough | 5% |
| Tomar | 23% |
| Trucklite | 67% |
| Tuffy | 20% |
| Unity | 38% |
| Weatherguard | 10% |
| Weldex | 15% |
| Westin | 20% |
| Xantrex | 20% |
| | |
| Panasonic Toughbooks | 12% |
| Panasonic ICV | 12% |
| Vigilant ALPR | 12% |
| CradlePoint | 5% |
| Sierra Wirless | 5% |
| Ubiquity | 2% |
| Fixed PODS | 10% |
| Watch Guard MSI | 2% |

Procurement Services Division
2964 Richardson Drive ▪ Auburn, CA 95603
(530) 886-2122

**20000 - Emergency Response Vehicle Equipment and Installation Services**

**Opening Date:** July 30, 2019 4:45 PM

**Closing Date:** August 13, 2019 3:00 PM

To ensure a complete and timely response, it is strongly recommended that you submit your bid response via our Online Bidding System. However, if you have difficult submitting your bid online or prefer to submit your bid manually (hard-copy) for any reason, print and complete this bid package along with any required bid documents, and mail or deliver in a sealed envelope to:

Placer County Procurement Services Division

2964 Richardson Drive

Auburn, CA 95603

All bids must be submitted on original documents (no fax bids) prior to the Closing Date and Time specified above and as prescribed in this bid's General Terms and Conditions. All bids must be signed by an authorized representative of the firm. UNSIGNED OR LATE BIDS WILL BE REJECTED.

Vendors shall complete the area below for hard copy submissions:
COMPANY NAME: Stommel Inc. DBA LEHR

| | |
|---|---|
| Mailing Address: | 631 N. Market Street Suite N |
| City/State/Zip: | Sacramento CA 95834 |
| Contact Person: | Steve Adair |
| Telephone: | 916-267-5547 Cell -- 916-646-6646 Office |
| Email: | Steve@lehrauto.com |
| SIGNATURE: | _____ |
| DATE: | 8/22/2024 |
| Title: | Regional Sales Manager |

By signature above, bidder hereby agrees to and accepts the terms, conditions and requirements specified in this bid, including the following bid documents and all related addenda (if any).

**Vendor Details**

| | |
|---|---|
| Company Name: | Stommel Inc |
| Does your company conduct business under any other name? If yes, please state: | Lehr Auto Electric |
| Address: | 4707 Northgate Blvd<br>Sacramento, CA 95834-1120 |
| Contact: | Steve Adair |
| Email: | steve@lehrauto.com |
| Phone: | 916-267-5547 |
| Fax: | 916-646-6656 |
| HST#: | 61-1499917 |

**Submission Details**

| | |
|---|---|
| Created On: | Thursday August 08, 2019 16:23:20 |
| Submitted On: | Tuesday August 13, 2019 11:55:35 |
| Submitted By: | Steve Adair |
| Email: | steve@lehrauto.com |
| Transaction #: | bf9e4edd-1317-482f-9d85-05e42711727e |
| Submitter's IP Address: | 207.242.136.194 |

**Schedule of Prices**

**BID PRICING WORKSHEET - Category 1**

| ITEM NO. | DESCRIPTION | UOM | EST. ANNUAL USAGE | MANUFACTURER | MANUFACTURERS PART NUMBER | UNIT PRICE * | EXT PRICE | PRODUCT WARRANTY INFORMATION (state number of months and any special terms or provisions that may apply) | COMMENTS | |
|---|---|---|---|---|---|---|---|---|---|---|
| 1.1 | Lightbar with the following options/modifications: Add (2) LR11 Flashing Alley Lights, LED (SRALF1); Add (2) 500 Series inboard LED, one red and one blue (SLDBR); Add (2) 500 Series inboard LED, one red and one blue (SLDBR); Add (2) TIR high output LED take downs, flashing or steady (SXTDLED); and Add (2) 500 Series inboard LED, amber/amber (SLDAA). | EA | 15 | Whelen LFL Liberty SW WeCan Series Super-LED 54" Lightbar | SW2RRBB 40% off | $1,750.0000 | $ 26,250.00 | 60 10 year warranty | Whelen Master Distributor | * |
| 1.2 | Strap Kit for LFL Liberty SW WeCan Series Super-LED 54" Lightbar. Strap Kit shall be compatible with Chevrolet Tahoe Police SUVs. | EA | 15 | Whelen Engineering | STPKT71 40% OFF | $57.0000 | $ 855.00 | 60 | Whelen Master Distributor | * |
| 1.3 | CenCom Sapphire Siren with amplifier control module with pigtails, traffic advisor module, and microphone with CCMICX20 included (20' microphone cable). | EA | 15 | Whelen Engineering | CCSRN3 | $749.00 Change 40% OFF | $ | 60 | Whelen Master Distributor | * |
| 1.4 | PB400 Full Aluminum Push Bumpers. Push bumpers shall be compatible with 2015 to current model year Chevrolet Tahoe Police SUVs. | EA | 15 | Setina Manufacturing Bodyguard PB400 | BK0534TAH15 | $319.2000 CHANGE 25% OFF | $ 4,788.00 | 60 | Setina Master Distributor | * |
| 1.5 | Patrol Car Seat, black, with Laguna Seat Belts and Rear Cargo Cage. Patrol car seat shall be compatible with 2011 to current model year Chevrolet Tahoe Police SUVs. | EA | 15 | Laguna 3P Products | CT5502 11% | $1,084.0000 | $ 16,260.00 | 60 | Laguna distributor | * |
| 1.6 | Stationary Vinyl Coated Partition with Full Lower Extension Panel. The partition shall be compatible with 2015 to current model year Chevrolet Tahoe Police SUVs. | EA | 15 | Setina Manufacturing 8-VS Series | PK0369TAH10SCA 25% | $599.2500 | $ 8,988.75 | 60 | correct Part Number PK0369TAH15SCA | * |
| 1.7 | Shotgun Gun Lock | EA | 15 | Santa Cruz | SC-1H 30% OFF | $77.0400 | $ 1,155.60 | 12 | #2 Key | * |
| 1.8 | Ratchet Lock Gen. 2 | EA | 15 | Santa Cruz | SC-6H 30% OFF | $131.64 | | 12 | #2 Key | * |
| 1.9 | Muzzle Up Partition Mount | EA | 30 | Santa Cruz | SC-915P 30% OFF | $69.9900 | $ 2,099.70 | 12 | Authorized Distributor | * |
| 1.10 | Siren Speaker | EA | 15 | Whelen | SA315P | $199.99 | | 24 | Authorized Distributor | * |
| 1.11 | Speaker Bracket Kit for Whelen SA315P Speaker | EA | 15 | Whelen | SAK1 40% OFF | $29.40 | $ | 60 | Authorized Distributor | * |
| 1.12 | Plug In Headlight Flasher for 2015 to current model year Chevrolet Tahoe Police SUVs | EA | 15 | SoundOff | ETHTAHO-07 40% | $65.7200 | $ 985.80 | 60 | Authorized Distributor | * |
| 1.13 | Vertex Super-LED Light, Single Self-Contained Hemispheric Light, Color: BLUE | EA | 45 | Whelen | VTX609B | $84.99 | $ | 60 | Authorized Distributor | * |
| 1.14 | Vertex Super-LED Light, Single Self-Contained Hemispheric Light, Color: RED | EA | 45 | Whelen | VTX609R | $84.99 | $ | 60 | Authorized Distributor | * |
| 1.15 | Vertex Super-LED Light, Single Self-Contained Hemispheric Light, Color: CLEAR | EA | 45 | Whelen | VTX609J | $$84.99 | $ | 60 | Authorized Distributor | * |
| 1.16 | LIN3 Series Super-LED Lighthead, Horizontal Mounting, Color: BLUE | EA | 15 | Whelen | RSB02ZCR 40% OFF | $$66.60 | $ | 60 | Authorized Distributor | * |
| 1.17 | LIN3 Series Super-LED Lighthead, Horizontal Mounting, Color: RED | EA | 15 | Whelen | RSR02ZCR 40% OFF | $66.60 | $ | 60 | Authorized Distributor | * |
| 1.18 | Mounting Bracket for LIN3 Series Super-LED Lighthead (Horizontal Mounting) | EA | 30 | Whelen | RBKT1 40% OFF | $10.80 | $ | 60 | Authorized Distributor | * |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 1.19 | PAR46 LED Flood - Spotlight | EA | 25 | Whelen Engineering | P46FLC 40% OFF | $154.99 | $ | 60 | Authorized Distributor |
| 1.20 | PAR46 LED Spot - Spotlight | EA | 25 | Whelen Engineering | P46SLC 40% OFF | $154.99 | $ | 60 | Authorized Distributor |
| 1.21 | Magnetic Mic Kit | EA | 25 | Whelen Engineering | MMSU-1 | $34.9500 | $ 873.75 | 12 | Authorized Distributor |
| 1.22 | Blac-Rac Weapon Mount | EA | 20 | Blac-Rac | 1082E 25% OFF | $861.75 | $ | 12 | Authorized Distributor |
| 1.23 | Chargeguard-Select Auto Shut-Off Timer | EA | 15 | Havis Inc. | CG-X 30% OFF | $71.3800 | $ 1,070.70 | 36 | Authorized Distributor |
| 1.24 | Littlite 12" Gooseneck Lamp with Rehostat Control, Gooseneck Extends From End of Chassis, Lead Extends From Bottom of Chassis. | EA | 15 | Federal Signal | LF12ERB 35% OFF | $57.7500 | $ 866.25 | 60 | Authorized Distributor |
| 1.25 | Patrol Vehicle "Placer" Console, consisting of the following components:Arm Rest w/2" Extension - Lehr Auto Electric Model# PARM002Tall, Arm Rest Pad - Lehr Auto Electric Model# PARP, XTL2500 3" Faceplate - Troy Products Model#FP-MXTL5000, Cencom 4" Faceplate - Troy Products Model#FP-WC10285909, 1" Blank - Troy Products Model# FP-BLNK1, 2" Blank - Troy Products Model# FP-BLNK2, 4" Beverage Holder - Troy Products Model# | EA | 12 | Lehr Auto Electric | PCC001 | $1,142.0000 | $ 13,704.00 | 60 | Authorized Distributor |
| 1.26 | Mount Kit | EA | 1 | Troy Products | AC-EXP03 28% | $117.1800 | $ 117.18 | 60 | limited Lifetime |
| 1.27 | Speaker | EA | 1 | Code 3 | C3100ENO7 | $178.3800 | $ 178.38 | 24 | Authorized Distributor |
| 1.28 | 12" Litlite Console Light | EA | 1 | Feederal Signal | LF12TRB 35% | $66.95 | | 60 | Authorized Distributor |
| 1.29 | 3 Accessory Outlet | EA | 2 | Able2 Shoe-Me | 14.0553 | $21.9500 | $ 43.90 | 24 | Authorized Distributor |
| 1.30 | Dual Stacked LED X Light | EA | 2 | Code 3 | LXEX2F-RR EOL | $411.10 | $ | 60 | Authorized Distributor |
| 1.31 | Wig-Wag | EA | 1 | Sound Off | LAROOBK 40% | $42.6000 | $ 42.60 | 60 | Authorized Distributor |
| 1.32 | Double Beam Halogen Work Lamp 12V | EA | 2 | Hella | 006991663 AS 115 | $41.8200 | $ 83.64 | 12 | Authorized Distributor |
| 1.33 | LED Strip Light | EA | 1 | Whelen | PSC0CDCR 40% | $ 112.20 | $ | 60 | Authorized Distributor |
| 1.34 | 2007-2010 Ford Expedition Base | EA | 1 | Gamber Johnson | 7160-446- 30% | $113.4000 | $ 113.40 | 60 | Part Number 7160-0046 |
| 1.35 | Mongoose 9" Locking Slide Arm w/o Standard Attachment | EA | 1 | Gamber Johnson | 7160-0219 30% | $247.8000 | $ 247.80 | 60 | Part has been discontinued replacement quoted 7160-0220 |
| 1.36 | Tlt Swivel Attachment | EA | 1 | Gamber Johnson | DS-CLEVIS 30% | $56.0000 | $ 56.00 | 60 | Discontinued part - replacement quoted 7110-1008 |
| 1.37 | Radio Ray Wireless Spot Light | EA | 1 | GoLight | 7900 20% | $244.1100 | $ 244.11 | 36 | Limited 3yr warranty |
| 1.38 | 18" Console | EA | 1 | Troy Products | CC-MC18 28% | 384.48 | $ | 60 | Authorized Distributor |
| | | | | | | | | Subtotal: | $ 124,020.15 |

**DISCOUNTS - Category 2**

| ITEM NO. | DESCRIPTION | Indicate the Percent Discount off List Price for the Product Categories Specified Below *: | County's Estimated Annual Expenditures | COMMENTS | |
|---|---|---|---|---|---|
| 2.1 | Discount off list price for Havis Inc. products not specified above. | 30 | $100.0000 | K-9 Electronis, camera systems, touch screens and keyboards %5 | * |
| 2.2 | Discount off list price for other Troy Products not specified above. | 28 | $100.0000 | Command boxes 20% off MSRP | * |
| 2.3 | Discount off list price for other SoundOff products not specified above. | 40 | $100.0000 | Authorized Distributor | * |
| 2.4 | Discount off list price for other Federal Signal products not specified above. | 35 | $100.0000 | Authorized Distributor | * |
| 2.5 | Discount off list price for other Setina products not specified above. | 25 | $100.0000 | Lighted Push bumpers,K-9 Electronic and Blac-rac weapons 5% discount | * |
| 2.6 | Discount off list price for other Cole Hersee products not specified above. | 52 | $100.0000 | Authorized Distributor | * |
| 2.7 | Discount off list price for other Whelen Engineering products not specified above. | 40 | $100.0000 | Whelen Parts (longnumbers) 30% off | * |
| 2.8 | Discount off list price for other Santa Cruz Gunlocks products not specified above. | 33 | $100.0000 | Authorized Distributor | * |
| 2.9 | Discount off list price for other Laguna 3P Manufacturing products not specified above. | 11 | $100.0000 | Authorized Distributor | * |
| 2.10 | Discount off list price for other Able 2 products not specified above. | 35 | $100.0000 | Authorized Distributor | * |
| 2.11 | Discount off list price for other Hella products not specified above. | 15 | $100.0000 | Authorized Distributor | * |
| 2.12 | Discount off list price for other Gamber Johnson products not specified above. | 30 | $100.0000 | Authorized Distributor | * |
| 2.13 | Discount off list price for other Code 3 products not specified above. | 38 | $100.0000 | Authorized Distributor | * |
| 2.14 | Discount off list price for other Truck Vault products not specified above. | 8 | $100.0000 | Authorized Distributor | * |
| 2.15 | Discount off list price for other Go Light products not specified above. | 21 | $100.0000 | Authorized Distributor | * |

**LABOR RATE - Category 3**

| ITEM NO. | DESCRIPTION | UOM | EST. TIME TO INSTALL | UNIT PRICE * | EXT PRICE | COMMENTS | |
|---|---|---|---|---|---|---|---|
| 3.1 | Shop labor rate per hour for patrol vehicle equipment installation services. | Per Hour | 18 | $105.0000 | $ 1,890.00 | All Labor billed at $105 per hour | * |
| 3.2 | Shop labor rate per hour for fire vehicle equipment installation services. | Per Hour | 18 | $105.0000 | $ 1,890.00 | All Labor billed at $105 per hour | * |
| | | | | | Subtotal: | $ 3,780.00 | |

$140

$140

**Payment Terms - refer to Section 19 of the General Terms and Conditions for the County's payment policy**

| Prompt Pay Discount - % | for Invoices paid within: (insert # of days) | or Net payment within (insert # of days) | Comments | |
|---|---|---|---|---|
| n/a | n/a | 30 | NET 30 | * |

## Bid Questions

| | |
|---|---|
| Delivery Time: Bidders shall indicate their delivery time (after an order is received) for items specified in this bid without installation services in the space provided. Indicate your Delivery Time in Days | Delivery time 2-21 days. (In stock items 1-2 days, Items needed to be ordered up to 3 weeks however we stock many of your every day items.) |
| Turnaround Time: Bidders shall indicate their normal turnaround time for a fully installed emergency vehicle in the space provided. Indicate your Turnaround Time in Days | 3-5 business days |
| **Note: If installation service is needed on behalf of Placer County Fire Department, the County intends to deliver and pick up the vehicles at the successful firm's location. As an option, Placer County Fire may require the successful firm to pick up and/or deliver a vehicle. Bidder shall provide rates for pick up and delivery service to be charged one-way, from vendor's shop to Placer County Fire facility only.** | Travel $140.00 per hour<br>Onsite work $200.00 Per hour<br>$65 per hour based on Map Quest travel time 35 minutes travel time |
| Travel Rate: Bidders shall provide rates for pick up and delivery service to be charges one-way, from the vendor's shop to the Placer County Fire Department address: 13760 Lincoln Way Auburn, CA 95603. Indicate your travel rate | $65 per hour based on Map Quest travel time 35 minutes travel time |
| Travel Time: Bidders shall provide rates for pick up and delivery service to be charges one-way, from the vendor's shop to the Placer County Fire Department address: 13760 Lincoln Way Auburn, CA 95603. Indicate your Travel Time | $65 per hour based on Map Quest travel time 35 minutes travel time |

### Documents

Upload additional information here - optional, unless otherwise denoted as mandatory (with asterisk):

- Additional Document - Additional Discounts.xlsx - Tuesday August 13, 2019 11:36:56

# COUNTY OF PLACER
# EMERGENCY RESPONSE VEHICLE EQUIPMENT AND INSTALLATION SERVICES

## SUPPLEMENTAL TERMS AND CONDITIONS

### 1. DOCUMENTS

Below are the documents associated with this bid.

Attachment A – Supplemental Terms and Conditions
Attachment B – Scope of Work
Attachment C – Insurance Requirements
Attachment D – Lightbar Configuration (Patrol Vehicle)

### 2. OVERVIEW

Placer County is soliciting bids for the purchase and installation of emergency response vehicle equipment & related supplies for the Placer County sheriff's Office and Placer County Fire Department. Placer County intends to award a supplier contract for the purchase emergency response vehicle equipment and installation services on an as-needed basis. The items, quantities, sample jobs, services, and occurrences listed in this bid represent the County's estimated annual requirements and will be utilized for evaluation purposes only. The County does not guarantee any minimum or maximum quantities that will be purchased or minimum or maximum dollar amounts to be spent throughout the term of the resulting agreement(s). Please note that the County requires NEW PRODUCT ONLY – No refurbished, demo, or restored products will be accepted unless specifically authorized by County staff.

### 3. PRICING

Responding bidders shall indicate their hourly shop rate for the services described herein as well as provide firm, fixed prices and discounts off list prices for the emergency response vehicle equipment and supplies listed in this bid for the initial contract period of approximately one year from the date this bid is awarded. Pricing offered in the bid line items herein shall be for services provided during the successful firm's normal business hours. Overtime will not be required. The bidder's shop labor rate per hour offered herein shall apply to all vehicle and equipment makes, models, and types.

The prices offered by bidders shall be exclusive of sales tax (applicable sales tax shall be added to the County's invoices). The discounts offered by bidders for the brands listed in this solicitation shall be calculated and billed in addition to any invoice terms that are offered.

All rates shall be billed in accordance with the bidders offered pricing. The County will not accept or pay any premiums, administrative surcharge costs, or any other surcharges that are not identified in the bidder's response. Charges imposed by the State of California or Federal Government after the bid has been awarded will be honored.

## 4. AWARD

**4.1.** This bid shall be evaluated and awarded by an all-or-none basis. The bid evaluation will consider the total cost to install the Sheriff's Office patrol vehicle equipment into a typical Chevrolet Tahoe 4x2 and 4x4 for items 1.1 through 1.25 and a Ford Expedition for the Placer County Fire Department for items 1.26 through 1.38 for evaluation purposes. This cost will be determined by multiplying the firm's shop labor rate by the total estimated time to install the equipment, as determined by the County. The estimated installation time will be 18 hours of labor for evaluation purposes only. Local Vendor Preference (if applicable), prompt payment discounts, optional pick up/delivery rates, travel time, travel time rate, turnaround time, and adherence to all conditions and requirements of this bid will also be considered. Bidders are not required to bid on all categories to be considered for award however Placer County reserves the right to award the bid based on pricing offered for the most categories.

**4.2.** An example of a typical Chevrolet Tahoe patrol vehicle installation includes the following equipment (manufacturer or supplier is shown in parenthesis – no substitutions):

- Light Bar System (Whelen/Cencom)
- Headlight Flasher (Soundoff)
- Siren Speaker and Bracket (Whelen)
- Maplight (Little Lite)
- Radio Mounting Console (Lehr)
- Cage (Setina)
- Gun Locks – 2 per vehicle (Santa Cruz)
- Push Bumper (Setina)

All emergency equipment, dome light, and spotlight are required to be wired to an auxiliary power source in the rear of the vehicle. All power should be timed and disconnected as to protect the vehicle from a dead battery.

**4.3.** Other public agencies may elect to "piggyback" on the County's resulting agreement(s). It will be the responsibility of the other agencies to execute separate contracts with the successful bidder(s) at the same bid pricing (refer to this Bid's General Terms and Conditions, Section 22) through the end of the initial contract period. Any subsequent renewal pricing and terms successfully negotiated between Placer County and the successful bidder(s) would be made available to those other agencies.

## 5. DELIVERY REQUIREMENTS

**5.1.** Bidder's pricing for equipment and supplies shall be FOB Destination, freight prepaid and assumed by the successful bidder, inside delivery to the following address:

Placer County Sheriff's Office
2929 Richardson Drive, Ste. A
Auburn, CA 95603

Placer County Fire Department
13760 Lincoln Way
Auburn, CA 95603

**5.2.** The successful bidder shall deliver regular orders within five (5) business days of order placement for the complete order (no partial deliveries will be allowed unless specifically approved by County staff at the time the order is placed). There will also be occasions where the County will need to place an emergency order, which shall be defined as items which are so urgently needed that they must be delivered within forty-eight (48) hours of placing the order or items that are not available from the vendor's normal inventory. In these instances actual freight charges will be allowed with written approval from the County employee placing the order. All freight charges shall be prepaid by the vendor and added to the resulting invoice. Freight collect charges will not be allowed. The vendor shall clearly advise County personnel of such emergency order circumstances for authorization at the time the order is placed with the vendor.

**5.3.** If the County's orders are not delivered within the delivery times specified herein, the County reserves the right to cancel the order and obtain the products from another source. In the event that the County must make such open market purchases, the County reserves the right to exercise the provisions of Section 17 of this bid's General Terms and Conditions. Continued non-compliance with the stated delivery times may be cause for cancellation of the resulting agreement.

## 6. PRICE LISTS

Placer County requests that the successful bidder provide price lists upon award of the resulting agreement for each of the manufacturer discounts offered in the successful bidder's completed **Bid Pricing Worksheet**. The County will accept electronic versions of the price lists if hard copies are not available (e.g. CD's, flash drives, etc.). These lists will be used to verify the discount pricing on the resulting invoices. All price lists shall be provided free of charge to the County. The County also prefers that the successful bidder(s) state the manufacturer's list price, the bidder's offered discount off list price, and the net price for each part purchased on the resulting invoices. The successful bidder shall be responsible for notifying the Placer County Sheriff's Office primary contact as well as the Procurement Services Division of any changes or updates to the bidder's/manufacturer's published catalog/list prices that occur during the contract period.

## 7. INSURANCE REQUIREMENTS

The successful bidder shall be required to furnish a certificate of insurance within ten (10) calendar days following receipt of a Notice of Award demonstrating proof of coverage in the amounts specified in Attachment C, Insurance Requirements.

## 8. SUBCONTRACTING

The successful bidder shall not subcontract any portion of the work to be performed under the resulting agreement.

## 9. EQUIVALENT/ALTERNATE OFFERS

Due to the standardization of the County's emergency response vehicle equipment including the County's inventory of repair/replacement parts as well as staff training issues, bids will only be accepted for the brand and model emergency response vehicle equipment and supplies specified in the Bid Worksheet.

## 10. SERVICE STANDARDS

The successful bidder shall provide all necessary personnel, tools, parts, materials, and equipment to perform the services described herein. The successful bidder shall perform all work in such a manner as to meet all accepted standards for safe practices for emergency response vehicle equipment installation services and to safely maintain stored equipment or other hazards consequential or related to the work. The successful bidder agrees to accept the sole responsibility for complying with all local, County, State or other legal requirements at all times including, but not limited to, O.S.H.A. and CAL. O.S.H.A. Safety Orders. The successful bidder must meet all EPA standards as well as all Federal, State, and Local laws, standards, and regulatory and permitting requirements while performing services on behalf of Placer County.

## 11. WORKMANSHIP

All services shall be performed in accordance with the highest standards prevailing in the trades. All of the successful bidder's employees shall be especially skilled and appropriately trained and certified for the kind of work for which they are employed. Should the successful bidder's Manager and/or Placer County staff deem anyone employed by the successful bidder incapable of completing the work required, the successful bidder shall immediately dismiss the employee from performing services on behalf of the County. Such removal shall not be considered a basis for employee's claim for compensation or damages against the County, or any of its officers or agents.

# COUNTY OF PLACER
# EMERGENCY RESPONSE VEHICLE EQUIPMENT AND INSTALLATION SERVICES

## SCOPE OF WORK

**1.0** The successful bidder shall be regularly established in the business of routine emergency vehicle lighting and equipment installation services on a variety of patrol vehicles, light trucks, and fire trucks. Responding firms shall have staff experienced in the installation of law enforcement and fire department radios, "Code 3" emergency equipment, prisoner partitions, mounting consoles, trunk racks, cages and gun locks at a minimum.

**2.0** The successful bidder shall be qualified and capable of performing equipment installation services on various types of emergency response vehicles and equipment including, but not limited to, law enforcement sedans, sport utility vehicles, trucks, undercover vehicles, trailers, off-highway vehicles, and boats, including Type I and Type II engines.

**3.0** Time is of the essence in returning County vehicles to service. The successful bidder agrees that work performed under the resulting agreement shall receive top priority over other work in the successful bidder's shop. If the County determines that the workload of the successful bidder is such that timeliness is not possible in a given situation, the County reserves the right to assign the job to another vendor.

**4.0** In the event that the successful bidder is unable to respond or complete the requested services within the bidder's stated turnaround time, the successful bidder shall notify the County designated contact person immediately prior to commencing work. The County at its sole discretion may elect to utilize the services of another vendor in such instances and will notify the successful bidder if such intention is to be exercised.

**5.0** The successful bidder agrees that the County has the right to view any work performed on a County vehicle at the successful bidder's facility at any time, whether or not services have been completed. The successful bidder agrees that the County has the right to audit any work performed by the successful bidder.

**6.0** The successful bidder warrants the goods furnished to be of the highest quality, complying with the specifications and free from all defects whatsoever in workmanship and materials, for a minimum period of one year from the date of delivery. Replacements and repairs under this warranty are to be made by the successful bidder at no cost and to the satisfaction of the County. Equipment installations shall be guaranteed for as long as the County owns/possesses the vehicle.

**7.0** The successful bidder agrees that the County has the right to make the final determination as to whether services have been satisfactorily completed. The successful bidder shall include County staff on a walk-through of the vehicle to confirm that all equipment is installed and functioning correctly and testing the equipment prior to the County's acceptance of the work as being completed. Should any portion of the work to be done which, due to any cause, is not in accordance with the specifications or is not satisfactorily completed, it will be rejected and the successful bidder shall immediately make a satisfactory arrangement with the County before proceeding with other work. The successful bidder shall promptly correct all work rejected by the County as faulty, defective, or failing to conform to the product specifications or scope of

work defined herein, whether observed before or after substantial completion of the work and whether or not inspected, tested, repaired, fabricated, installed, or completed. The successful bidder shall bear all costs of correcting such rejected work. This provision applies during the contract term and any resulting renewal periods.

**8.0** The successful bidder shall be held responsible for any breakage or loss of the County's vehicles or equipment while performing service on the County's vehicles. The successful bidder shall be responsible for restoring or replacing any equipment, vehicle, etc. so damaged to the satisfaction of the County and at the sole expense of the successful bidder. The successful bidder shall immediately report to the County any damages to the vehicle or equipment resulting from services performed under the resulting agreement.

**9.0** The successful bidder, at the County's request, shall provide a field representative to meet with County personnel at least once a month to review the department's inventory levels, discuss the department's emergency lighting and equipment requirements and introduce additional products to address any County needs. The successful bidder shall also have technical staff available to conduct scheduled on-site meetings at the County's request. The successful bidder shall provide inside sales support capable of providing product specification sheets, quotations, order placement and expediting, via fax and telephone at the County's request.

# PLACER COUNTY INSURANCE REQUIREMENTS

1. **HOLD HARMLESS AND INDEMNIFICATION AGREEMENT**

The CONTRACTOR shall save, keep, hold harmless, defend, and indemnify PLACER COUNTY from all damages, costs, or expenses in law or equity that may at any time arise or be set up because of damages to property or personal injury received by reason of or in the course of performing work which may be occasioned by any willful or negligent act or omissions of the CONTRACTOR, any of the CONTRACTOR'S employees, or any subcontractors.

The CONTRACTOR shall be responsible for any liability imposed by law and for death, injury, or damage to property of any person including, but not limited to, workmen, subcontractors, and the public, resulting from any cause whatsoever during the progress of the work or at any time before its completion and final acceptance.

If any judgment is rendered against PLACER COUNTY for any injury, death, or damage caused by CONTRACTOR as a result of work performed or completed, pursuant to this agreement, CONTRACTOR shall, at its own expense, satisfy and discharge any judgment.

As used above, the term PLACER COUNTY means PLACER COUNTY, its officers, agents, employees, and volunteers.

2. INSURANCE:

CONTRACTOR shall file with the COUNTY concurrently herewith a Certificate of Insurance, in companies acceptable to COUNTY, with a Best's Rating of no less than A-:VII showing.

3. WORKER'S COMPENSATION AND EMPLOYERS LIABILITY INSURANCE:

Worker's Compensation Insurance shall be provided as required by any applicable law or regulation. Employer's liability insurance shall be provided in amounts not less than one million dollars ($1,000,000) each accident for bodily injury by accident, one million dollars ($1,000,000) policy limit for bodily injury by disease, and one million dollars ($1,000,000) each employee for bodily injury by disease.

If there is an exposure of injury to PROVIDER'S employees under the U.S. Longshoremen's and Harbor Worker's Compensation Act, the Jones Act, or under laws, regulations, or

statutes applicable to maritime employees, coverage shall be included for such injuries or claims.

Each Worker's Compensation policy shall be endorsed with the following specific language:

Cancellation Notice - "This policy shall not be changed without first giving thirty (30) days prior written notice and ten (10) days prior written notice of cancellation for non-payment of premium to the County of Placer."

Waiver of Subrogation - The workers' compensation policy shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against the County, its officers, directors, officials, employees, agents or volunteers, which might arise by reason of payment under such policy in connection with performance under this agreement by the CONSULTANT.

CONTRACTOR shall require all SUBCONTRACTORS to maintain adequate Workers' Compensation insurance. Certificates of Workers' Compensation shall be filed forthwith with the County upon demand.

4. GENERAL LIABILITY INSURANCE:

A. Comprehensive General Liability or Commercial General Liability insurance covering all operations by or on behalf of CONTRACTOR, providing insurance for bodily injury liability and property damage liability for the limits of liability indicated below and including coverage for:

(1) Products and completed operations;
(2) Contractual liability insuring the obligations assumed by CONTRACTOR in this Agreement; and
(3) Broad form property damage (including completed operations)

Except with respect to bodily injury and property damage included within the products and completed operations hazards, the aggregate limits, where applicable, shall apply separately to CONTRACTOR'S work under the Contract.

B. One of the following forms is required:

(1) Comprehensive General Liability;
(2) Commercial General Liability (Occurrence); or
(3) Commercial General Liability (Claims Made).

C. If CONTRACTOR carries a Comprehensive General Liability policy, the limits of liability shall not be less than a Combined Single Limit for bodily injury, property damage, and Personal Injury Liability of:

→One million dollars ($1,000,000) each occurrence

→Two million dollars ($2,000,000) aggregate

D. If CONTRACTOR carries a Commercial General Liability (Occurrence) policy:

(1) The limits of liability shall not be less than:

→One million dollars ($1,000,000) each occurrence (combined single limit for bodily injury and property damage)
→One million dollars ($1,000,000) for Products Completed Operations
→Two million dollars ($2,000,000) General Aggregate

(2) If the policy does not have an endorsement providing that the General Aggregate Limit applies separately, or if defense costs are included in the aggregate limits, then the required aggregate limits shall be two million dollars ($2,000,000).

E. Special Claims Made Policy Form Provisions:

CONTRACTOR shall not provide a Commercial General Liability (Claims Made) policy without the express prior written consent of COUNTY, which consent, if given, shall be subject to the following conditions:

(1) The limits of liability shall not be less than:

→One million dollars ($1,000,000) each occurrence (combined single limit for bodily injury and property damage)
→One million dollars ($1,000,000) aggregate for Products Completed Operations
→Two million dollars ($2,000,000) General Aggregate

(2) The insurance coverage provided by CONTRACTOR shall contain language providing coverage up to one (1) year following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is a claims-made policy.

Conformity of Coverages - If more than one policy is used to meet the required coverages, such as a separate umbrella policy, such policies shall be consistent with all other applicable policies used to meet these minimum requirements. For example, all policies shall be Occurrence Liability policies or all shall be Claims Made Liability policies, if approved by the County as noted above. In no cases shall the types of polices be different.

5. ENDORSEMENTS:

Each Comprehensive or Commercial General Liability policy shall be endorsed with the following specific language:

A. "The County of Placer, its officers, agents, employees, and volunteers are to be covered as an additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement."

B. "The insurance provided by the Contractor, including any excess liability or umbrella form coverage, is primary coverage to the County of Placer with respect to any insurance or self-insurance programs maintained by the County of Placer and no insurance held or owned by the County of Placer shall be called upon to contribute to a loss."

C. "This policy shall not be changed without first giving thirty (30) days prior written notice and ten (10) days prior written notice of cancellation for non-payment of premium to the County of Placer."

6. AUTOMOBILE LIABILITY INSURANCE:

Automobile Liability insurance covering bodily injury and property damage in an amount no less than one million dollars ($1,000,000) combined single limit for each occurrence.

Covered vehicles shall include owned, non-owned, and hired automobiles/trucks.

7. ADDITIONAL REQUIREMENTS:

Premium Payments - The insurance companies shall have no recourse against the COUNTY and funding agencies, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by a mutual insurance company.

Policy Deductibles - The CONTRACTOR shall be responsible for all deductibles in all of the CONSULTANT's insurance policies. The maximum amount of allowable deductible for insurance coverage required herein shall be $25,000.

CONTRACTOR's Obligations - CONTRACTOR's indemnity and other obligations shall not be limited by the foregoing insurance requirements and shall survive the expiration of this agreement.

Verification of Coverage - CONTRACTOR shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONTRACTOR's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Material Breach - Failure of the CONTRACTOR to maintain the insurance required by this agreement, or to comply with any of the requirements of this section, shall constitute a material breach of the entire agreement.

Certificate Holder –Placer County subscribes to a service that monitors insurance certificates for compliance with the above requirements. The Certificate Holder on insurance certificates and related documents should read as follows:

County of Placer
c/o EXIGIS LLC
PO Box 4668 ECM #35050
New York, NY 10168-4668
Fax: 888-355-3599
Email: certificates-placer@riskworks.com

Upon initial award of a contract to your firm, Exigis will contact you with further instructions for providing insurance certificates which meet the terms of the contract. Certificates which amend or alter the coverage during the term of the contract, including updated certificates due to policy renewal, should be sent directly to Exigis via fax or email as indicated above.

*****SOLE PROPRIETER LANGUAGE:**

Workers' Compensation

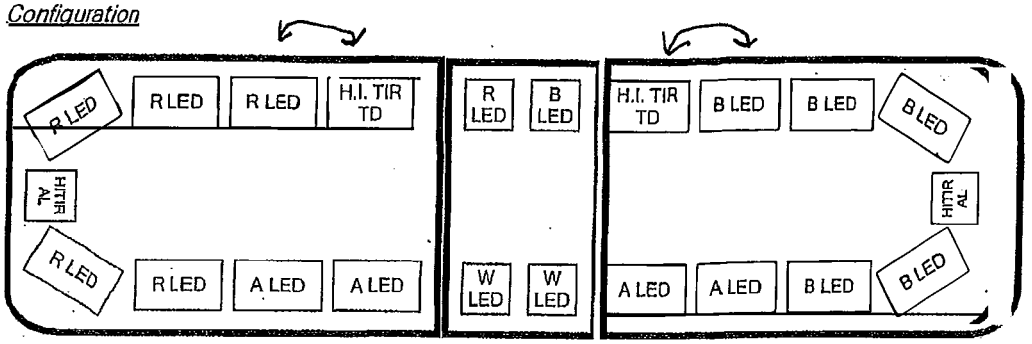
CONTRACTOR represents they have no employees and, therefore, not required to have Workers' Compensation coverage.

CONTRACTOR agrees they have no rights, entitlements or claim against COUNTY for any type of employment benefits or workers' compensation or other programs afforded to COUNTY employees.

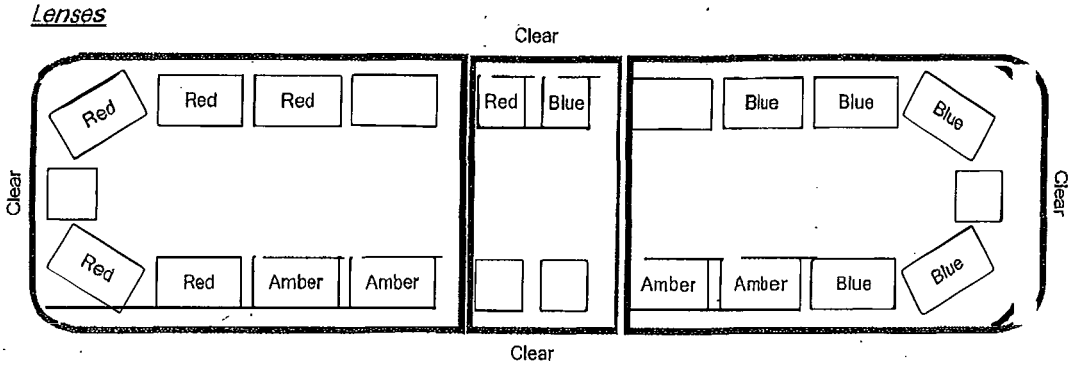
Front lightbar only:
Swap red with take down and swap blue with take down

## Liberty™ II WC Light Bar Order Form/Worksheet

*Configuration*




*Lenses*




*Line Items*

| QTY | Model # | Description |
|---|---|---|
| 1 | IW2BRBR | 54" Liberty™ II WC Series |
| 3 | IWDLB | Add Solo Series Linear-LED® Flasher, 1 Long Blue |
| 1 | ITL12 | Add Two Long Super-LED® Takedown Lights |
| 1 | IWDSB | Add Solo Series Linear-LED® Flasher, 1 Short Blue |
| 1 | IWDSR | Add Solo Series Linear-LED® Flasher, 1 Short Red |
| 3 | IWDLR | Add Solo Series Linear-LED® Flasher, 1 Long Red |
| 1 | IA3 | Add Two Super-LED® Alley Lights |
| 4 | IWDLA | Add Solo Series Linear-LED® Flasher, 1 Long Yellow |
| 2 | ICFB | Add Color Filter ICFColor [Blue] |
| 3 | ILFB | Add Color Filter ILFColor [Blue] |
| 1 | ISFB | Add Color Filter ISFColor [Blue] |
| 1 | ISFR | Add Color Filter ISFColor [Red] |
| 3 | ILFR | Add Color Filter ILFColor [Red] |
| 2 | ICFR | Add Color Filter ICFColor [Red] |
| 4 | ILFA | Add Color Filter ILFColor [Yellow] |
| 2 | IWDSC | Add Solo Series Linear-LED® Flasher, 1 Short White |

The above costs (in US Dollars) is an estimate only. Refer to the current Whelen Automotive Price List for accurate pricing!

**INVITATION FOR BIDS**

**GENERAL TERMS AND CONDITIONS**

The following provisions are hereby made a part of this Invitation for Bids ("bid") by reference and attachment to the Invitation for Bids document. **Any contract award made as the result of this bid shall be governed by these General Terms and Conditions**. By submission of a bid, bidder does agree if the bid is accepted within 90 calendar days from the date of opening, to furnish to furnish the product(s) and/or service(s) pursuant to these conditions. In the event of a contract award pursuant to this bid, performance by the successful bidder of any or all of the services, or delivery of any or all of the products defined herein, shall constitute acceptance of all terms, conditions and requirements of the resulting agreement.

***WARNING:*** It is the bidder's responsibility to monitor the County's website for possible addenda to this bid to inform him/herself of the most current specifications, terms, and conditions (see also Section 4 below), and to submit his/her bid in accordance with the original bid requirements and all addenda. All available bids and related addenda can be found at: https://placer.bidsandtenders.net. Failure of bidder to obtain this information shall not relieve him/her of the requirements contained therein. Additionally, failure of bidder to respond to any addenda, when required, may be cause for rejection of his/her bid.

1. GENERAL. These provisions are standard for all County contracts. The County may delete or modify any of these standard provisions for a particular contract by indicating a change in the special instructions to bidders or in the bid. **Any bidder accepting a contract award as the result of this bid agrees that the provisions included within this Invitation for Bid shall prevail over any conflicting provision within any standard form contract of the bidder.**

2. SUBMISSION OF BIDS. Bids shall be submitted to the Procurement Services Division either online, by using the Placer County EBid System, or in hard-copy form (see below for instructions). All bids must be submitted prior to the date and time specified in this solicitation. Bids shall be submitted by an employee who is authorized to commit his/her firm or organization to the provisions of the bid. Any exceptions to the specifications, terms, or conditions of this solicitation shall be clearly indicated by bidder.

SUBMISSION OF HARD-COPY BIDS. Bidders who wish to submit bids in hard-copy form in lieu of using the Placer County EBid System shall submit their bids to the Procurement Services Division, 2964 Richardson Drive, Auburn, California, 95603, between the hours of 8:00 am and 5:00 PM (Pacific), Monday through Friday (excluding County holidays). Hard-copy bids shall be submitted in a sealed envelope which clearly identifies the bid number, commodity, and closing date and time. Bids shall be submitted on the bid forms provided by the County, which may be downloaded from the EBid System or obtained from Procurement Services. Hard-copy bids must be signed by an authorized employee of the firm. The County shall not be responsible for bids delivered to a person/location other than that specified herein. Bids shall be in ink or typewritten and all changes and/or erasures shall be initialed and dated in ink. Any exceptions to the specifications, terms, or conditions of this solicitation shall be clearly indicated by bidder, without obliterating the original text or images contained herein.

**WARNING: Late bids or unsigned bids shall not be accepted under any circumstances. Facsimile or telephone bids shall not be accepted.**

3. AMENDMENTS TO THE BID. Any amendment to this bid is valid only if in writing and issued by the Placer County Procurement Services Division.

REQUESTS FOR CLARIFICATION/INFORMATION. Bidders are instructed to contact the Placer County Buyer/Contact Person(s) specifically identified in this bid for further clarification or information related to the specifications, terms, conditions, or evaluation of this bid. Information provided by other than the named contact person may be invalid, and responses which are submitted in accordance with such information may be declared non-responsive. Additionally, contacts made with other County staff in an attempt to circumvent or interfere with the County's standard bidding and evaluation practices may be grounds for disqualification of the bidder. Questions should be submitted using the Question tool on the Bids&Tenders site. Questions submitted within four (4) County working days of the bid opening date may not be answered.

4. NON-COLLUSION. The bidder certifies that his bid is made without any previous understanding, agreement or connection with any person, firm or corporation making a bid for the same project and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

5. CONFLICT OF INTEREST. Bidder states that no County officer or employee, nor any business entity in which they have an interest, has an interest in the bid awarded or has been employed or retained to solicit or aid in the procuring of the resulting contract, nor will any such person be employed in the performance of such contract.

6. AWARD. The contract may be awarded to the lowest responsible and responsive bidder complying with the provisions of the Invitation for Bid. In determining whether a bid is lowest and responsive, and the bidder responsible, the following may be considered by the County: a) Ability to perform the service required within the specified time; b) Reputation, judgment and experience; c) The quality of performance in previous contracts; d) Previous compliance with laws, as well as employment practices; e) Financial ability to perform the contract; f) The quality, availability and adaptability of the supplies or the contractual services to the particular use required; g) Ability to provide maintenance and service; h) Whether the bidder is in arrears to the County, in debt on contract, is a defaulter on surety to the County or whether the bidder's taxes or assessments are delinquent; i) The resale value and life cycle costs of the items; j) Such other information as identified in the Purchasing Policy Manual having bearing on the decision to make the award. The award analysis will also include consideration for Local Vendor Preference (per Section 18 below) and any prompt pay discounts offered by the bidder (per Section 19 below). The County reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejection or waiver is in the interest of the County. The County also reserves the right to reject the bid of a bidder who has previously failed to perform properly. The County may award bids by line item, category, or on an all-or-none basis.

7. MERCHANTABILITY. There shall be an implied warranty of merchantability and fitness for an intended use. Any bid submittals taking exception to this requirement may, at the County's option, be considered non-responsive.

8. SAMPLES. Samples of items, when required, must be furnished free of expense to Placer County and if not destroyed by tests will, upon request, be returned at bidder's expense. Samples of selected items may be retained for comparison.

9. MANUFACTURER'S NAME AND APPROVED EQUIVALENTS. Unless otherwise specified, manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are intended only to identify the quality level desired. They are not intended to limit competition. The bidder may offer any equivalent product, which meets or exceeds the specifications. If bids are based on equivalent products, the bids must: 1) Indicate on the bid form the alternate manufacturer's name and catalog number; 2) Include complete descriptive literature and/or specifications; 3) Include proof that the proposed equivalent shall meet the specifications. The County reserves the right to be the sole judge of what is equal and acceptable. If bidder fails to name a substitute, goods identical to the bid standard must be furnished.

10. INSURANCE AND INDEMNIFICATION. The awarded bidder may be required to provide proof of liability, automobile, and/or workers compensation insurance. If required, the minimum coverage requirements will be identified in the bidding documents. All costs of complying with the insurance requirements shall be included in your pricing. The selected firm shall provide complete and valid insurance certificates within ten (10) days of the County's written request. Failure to provide the documents within the time stated may result in the rejection of the bid response and/or cancellation of the resulting contract or purchase order.

Unless indemnification requirements are stated otherwise in this solicitation, said requirements shall be as follows: The awarded bidder ("Contractor") hereby agrees to protect, defend, indemnify, and hold Placer County free and harmless from any and all losses, claims, liens, demands, and causes of action of every kind and character including, but not limited to the amounts of judgments, penalties, interest, court costs, legal fees, and all other expenses incurred by Placer County arising in favor of any party, including claims, liens, debts, personal injuries, death, or damages to property (including employees or property of the County) and without limitation by enumeration, all other claims or demands of every character occurring or any way incident to, in connection with or arising directly or indirectly out of, the contract or agreement. The Contractor agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demand, or suit at the sole expense of the Contractor. Contractor also agrees to bear all other costs and expenses related thereto, even if the claim or claims alleged are groundless, false, or fraudulent. This provision is not intended to create any cause of action in favor of any third party against Contractor or the County or to enlarge in any way the Contractor's liability but is intended solely to provide for indemnification of Placer County from liability for

damages or injuries to third persons or property arising from Contractor's performance pursuant to the resulting contract or agreement.

11. FORCE MAJEURE. If an emergency or natural disaster causes delay or interferes with the use or delivery of the products/services described in this bid, deliveries may be suspended as long as needed to remove the cause or repair the damage. An emergency or natural disaster includes fire, flood, blizzard, strike, accident, consequences of foreign or domestic war, or any other cause beyond the control of the parties. The County reserves the right to acquire from other sources any products/services during any suspension of delivery.

12. TAXES. Placer County is exempt from Federal Excise Tax; an exemption certificate will be furnished upon request. Placer County is not exempt from California State sales/use taxes. All applicable State sales/use taxes will be added to the purchase order.

13. DELIVERY. All prices bid must be FOB Destination, unloaded inside and assembled unless otherwise indicated.

14. FIXED CONTRACT QUANTITIES. Purchase order(s) for full quantities will be issued to successful bidder(s) after notification of award and receipt of all required documents.

15. OPEN-END CONTRACT. No guarantee is expressed or implied as to the total quantity of commodities/services to be purchased under any open-end contract. Estimated quantities/bid ratio or discounts from manufacturer's list price may be used for bid comparison. The County reserves the right to: issue purchase orders as and when required; or issue a contract for individual agencies or multiple County agencies; or any combination of the preceding. No delivery shall be made without a written order by the County, unless otherwise specifically provided for in the contract. If in a subsequent year the vendor offers to supply his goods and service for the same bid price, or in the event the supplier is willing to negotiate to the satisfaction of Placer County any justifiable price increase prior to the succeeding year's contract renewal and if the service provided by the supplier was to the satisfaction of the County, the County of Placer reserves the right to extend the period of the resulting contract on a year-to-year basis. Alternatively, the bid solicitation may set forth specific renewal terms. Bidder certifies that prices charged to the County for non-listed commodities or no-fixed price items are equal to or less than those charged the bidder's most favored customer for comparable quantities under similar terms and conditions.

16. TERMINATION OF CONTRACT. In the event of a material breach of the contractual obligations by the Contractor, the County may terminate the contract. At its sole discretion, the County may give the contractor an opportunity to cure the breach or to explain how the breach will be cured. The actual cure must be completed within no more than 10 working days from notification, or at minimum the contractor must provide the county within 10 working days from notification a written plan detailing how the contractor intends to cure the breach. If the contractor fails to cure the breach or if circumstances demand immediate action, the County will issue a notice of immediate termination. Supplier Contracts may be terminated by the County without cause upon 30 calendar days' written notice.

17. NON-APPROPRIATION. In the event that sufficient funds are not appropriated and budgeted for the payment of goods or services described herein, the agreement shall immediately terminate on the last day of the fiscal period for which appropriations were received or other amounts were available to pay the amounts due under the agreement, without penalty or expense to the County of any kind whatsoever, except that the County will be liable for payment of any unpaid invoices for goods or services which were delivered prior to the end of the last fiscal period for which appropriations were made.

18. RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT. If any item or service furnished by the vendor fails to conform to bid specifications, or to the sample submitted by the vendor with his bid (if any), or if the vendor fails to deliver the items or perform any services required by the contract in the time and manner prescribed, the County may reject the products and/or services provided. Upon rejection, the vendor must promptly reclaim and remove any rejected items without expense to the County, and shall immediately replace all such rejected items with others conforming to such specifications or samples, and/or correct the service deficiency. If the vendor fails to do so, the County has the right to purchase in the open market a corresponding quantity of the rejected items, or have another firm provide the required service, and to deduct from any monies due the vendor the difference between the price named in the contract or purchase order and the actual cost to the County. If the vendor breaches the contract or purchase order, any loss or damage sustained by the County in procuring items which the vendor therein agreed to supply shall be borne and paid for by the vendor. The rights and remedies of the County identified above are in addition to any other rights and remedies provided by law or under the contract. In any legal proceeding brought to enforce the terms of the herein agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs incurred as a result of enforcing the terms of this agreement.

19. LOCAL VENDOR PREFERENCE. A local preference credit of 5.0% for Placer County businesses will be permitted when evaluating bids for supplies, equipment, materials and services that are not part of a public project. Bidders claiming local vendor preference must submit an Affidavit of Eligibility with their bid, unless an authorized affidavit is already on file with Placer County Procurement. Preference criteria and affidavit forms are available on our website at: https://www.placer.ca.gov/1408/Local-Vendor-Preference

20. INVOICES AND PAYMENT TERMS. Invoices are to be mailed to the County department specified on the resulting purchase order or contract. All invoices must include the purchase order or contract number. Failure to comply will result in delayed payments. The County will make payment on a Net 30-day basis unless a cash discount is allowed for payment within the time period specified by vendor. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County, or on the date a correct invoice is received in the office specified in the order, whichever is later. Prompt payment discounts shall be considered earned if payment is postmarked or personally delivered within the prescribed term. For the purposes of this section, the beginning date described above shall be considered day zero for the purposes of counting days in the prescribed term. For the purposes of bid evaluation, the County will only consider discount periods of ten (10) days or more. **LATE FEES**: In accordance with Section 926.10 of the California Government Code, Placer County may pay interest at not more than the rate of 6% per annum on invoices which are unpaid 61 or more days beyond the "beginning date" or "day zero" as defined above. In cases where this policy may conflict with other terms provided by the supplier, this provision shall prevail.

21. LEGAL REQUIREMENTS. Federal, State, County and local ordinances, rules and regulations, and policies shall govern development, submittal and evaluation of bids and disputes about bids. Lack of knowledge by any bidder about applicable law is not a defense.

22. ASSIGNMENT. Any contract awarded shall not be assignable by the vendor without the express written approval of the County, and shall not become an asset in any bankruptcy, receivership or guardianship proceedings.

23. OTHER AGENCIES. The successful vendor shall agree to extend Placer County contract prices and terms to other governmental agencies. Any contract resulting from this requirement shall be executed by the successful vendor and the other agency. Placer County will not be a party to "other agency" contracts.

24. PROTEST AND APPEAL PROCESS. Any actual or prospective bidder or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Director of Administrative Services in the manner prescribed by Section 10.0 of the Placer County Purchasing Policy. The protest shall be submitted in writing to the Director of Administrative Services within seven (7) County business days after such aggrieved person or company knows or should have known of the facts giving rise thereto.

25. RECYCLED PRODUCT PREFERENCE. A preference of 10% will be given to bids for products meeting the definition of recycled product cited in Public Contract Code Sections 22150 - 22154. In order to be granted this preference bidder shall provide statements and/or documentation as supporting evidence that the product(s) meets the definition.

26. PATENT INFRINGEMENT. Supplier shall indemnify and hold harmless County, its agents and employees, against and from any and all actions, suits, liabilities, prosecutions, penalties, settlements, losses, damages, costs, charges, attorney's fees, and all other expenses which may arise directly or indirectly from any claim that any of the products supplied by supplier infringes any patent, copyright, trade secret, or other property right.

27. VENDOR FINANCIAL STABILITY. If a vendor is currently involved in an ongoing bankruptcy as a debtor, or in a reorganization, liquidation, or dissolution proceeding, or if a trustee or receiver has been appointed over all or a substantial portion of the property of the vendor under federal bankruptcy law or any state insolvency law, the vendor must provide the County with that information as part of its bid/proposal. In accordance with Section 3.12(g) of the Placer County Purchasing Policy Manual and paragraph 8.e. of this document, the County may use information regarding a bidder's financial responsibility when making an award determination.

The County reserves the right to take any action available if it discovers a failure to provide such information to the County, including but not limited to, a determination that the vendor should be declared non-responsible and/or non-responsive, and suspension or debarment of the vendor, in accordance with the processes defined in the Placer County Purchasing Policy Manual.

By submitting a bid/proposal in response to this solicitation, the vendor agrees that if, during the term of any contract it has with the County, it becomes involved as a debtor in a bankruptcy proceeding, or becomes involved in a reorganization, liquidation, or dissolution proceeding, or if a trustee or receiver has been appointed over all or a substantial portion of the property of the vendor under federal bankruptcy law or any state insolvency law, the vendor will immediately provide the County with a written notice to that effect and that it will provide the County any relevant information requested in order for the County to determine whether the vendor has the financial ability to meet its obligations to the County.

- - End of General Terms and Conditions - -

07/25/2019

☑ I acknowledge that I have the authority to bind the Company and submit this bid on behalf of the Company. - Steve Adair, Regional Sales Manager

The Applicant declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Applicant foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid. ○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document

Please check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

| File Name | I have reviewed the below addendum and attachments (if applicable) | Pages |
|---|---|---|
| **There have not been any addenda issued for this bid.** | | |

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**5

**Agenda Item:** Amendment No. 3 to Professional Services Agreement with Wildscape Engineering, Inc.

**Executive Summary:** The Upper Bijou Park Creek Watershed Restoration Project (Project) is a watershed-scale project seeking to address water quality and flooding issues in a phased approach to provide treatment for urban runoff from roadways, commercial and residential areas in an approximately 850-acre watershed that discharges to Lake Tahoe via the Ski Run Marina. The City completed Phase 1 in 2018 with the redevelopment of the Knights Inn hotel, replacing the failing storm drainpipe with new stormwater treatment basins and conveyance system integrated into the new Whole Foods/Southwest Corner redevelopment project. The City is currently in Phase 2 of the project (design), focused on the large upper watershed area subject to historic flooding, development impacts in SEZ areas, and water quality issues. The upper watershed project includes plans to restore Stream Environment Zone (SEZ) and floodplain areas, provide drainage solutions to support future active transportation improvements, and include distributed natural treatment systems to reduce sediment and nutrient loads in urban runoff that have the potential to impact Lake Tahoe. On June 15, 2021, the City Council approved Resolution 2021-046, which authorized staff to apply for Lake Tahoe Restoration Reauthorization Act funding from the U.S. Forest Service, accepted the grant funds, and appropriated the $750,000 in grant revenue. On June 7, 2022, the City Council approved Resolution 2022-066, which authorized a grant amendment for the project to increase the funding from the US Forest Services by an additional $1,000,000 with 12% ($120,000) of City Matching funds. Resolution 2024-064 previously allocated $482,655 in ARPA funding and Resolution 2024-120 reallocated an additional $173,545 in ARPA funding to the Upper Bijou Park Creek Project. $400,000 in TRPA mitigation funding was also allocated to the project (Resolution 2024-095). On September 7, 2021, the City Council approved a contract with Wildscape Engineering, Inc. (Wildscape) for professional services to complete the environmental document, plans, specifications, and estimates and property acquisition services for this project. On March 14, 2023 and June 18, 2024, the City Council passed motions authorizing Amendments 1 and 2, respectively, to the professional services agreement with Wildscape for additional services related to the project. Due to the expected oversight that Wildscape and subconsultants will provide for the submittal review, contractor requests for information (RFIs), change orders, and occasional site visits for the construction of Rockwood to Blackwood Drainage Improvements Project, it is anticipated that additional funds are needed to compensate Wildscape. The total cost for the additional services is $17,074.42 for a total not-to-exceed contract amount of $555,258.51.

**Requested Action / Suggested Motions:** Pass a Motion authorizing and directing the Mayor to execute Amendment No. 3 to the Agreement with Wildscape Engineering, Inc. for additional construction support services for the Upper Bijou Park Creek Watershed Restoration Project for the amount of $17,074.42 for a total not-to-exceed contract amount of $555,258.51.

**Responsible Staff Member:** Brianna Greenlaw, Associate Civil Engineer

**Reviewed and Approved By:** Anush Nejad, Director of Public Works Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

01-Staff Report-Amendment 3 Wildscape.docx
02-Project Location Map.pdf
03-C-106-2021 Wildscape.pdf

04-C-028-2023 Wildscape Amendment 1.pdf
05-Wildscape Amendment 2.pdf
06-Wildscape Engineering Amendment 2B.pdf
07-Amendment No. 3 with Wildscape.pdf

# City of South Lake Tahoe
Report to **City Council**

**Meeting Date: January 14, 2025**

**Title: Amendment 3 to Agreement with Wildscape Engineering, Inc. for Construction Support Services for the Upper Bijou Park Creek Watershed Restoration Project**

**Location:** Bijou Park Creek Watershed

**Responsible Staff Member:** Brianna Greenlaw, Associate Civil Engineer

**Background:** The Upper Bijou Park Creek Watershed Restoration Project (Project) is a watershed-scale project seeking to address water quality and flooding issues in a phased approach in order to provide treatment for urban runoff from roadways, commercial and residential areas in an approximately 850-acre watershed that discharges to Lake Tahoe via the Ski Run Marina. (See attachment 2 - Project Location Map.) The City completed Phase 1 in 2018 with the redevelopment of the Knights Inn hotel, replacing the failing storm drainpipe with new stormwater treatment basins and conveyance system integrated in the new Wholefoods/Southwest Corner redevelopment project. The City is currently in Phase 2 of the project (design), focused on the large upper watershed area that is subject to historic flooding, development impacts in SEZ areas, and water quality issues. The upper watershed project includes plans to restore SEZ and floodplain areas, provide drainage solutions to support future active transportation improvements focused on the Bijou Community School and phase 1c of the Dennis Machida Memorial Greenway Trail, and include distributed natural treatment systems to reduce sediment and nutrients loads in urban runoff that has the potential to impact Lake Tahoe.

On June 15, 2021, the City Council approved Resolution 2021-046, which authorized staff to apply for Lake Tahoe Restoration Reauthorization Act funding from the U.S. Forest Service, accepted the grant funds, and appropriated the $750,000 in grant revenue. On June 7, 2022, the City Council approved Resolution 2022-066, which authorized a grant amendment for the project to increase the funding from the US Forest Services by an additional $1,000,000 with 12% ($120,000) of City Matching funds.

On September 7, 2021, the City Council approved a contract with Wildscape Engineering, Inc. (Wildscape) for professional services to complete the environmental document, plans, specifications, and estimates and property acquisition services for this project for a not to exceed the amount of $460,906.69, plus $7,500 in contingency budget. (See attachment 3 for Original Agreement.) On March 14, 2023 and June 18, 2024, the City Council passed motions authorizing Amendment 1 (attachment 4) and 2 (attachment 5), respectively, to the professional services agreement with Wildscape for additional services related to the project.

**Issue and Discussion:** Wildscape and subconsultants have used a portion of their construction services budget in assisting the City with submittal review processes for owner procured materials for the Rockwood to Blackwood Drainage Improvements Project. Due to the expected oversight that Wildscape and subconsultants will provide for the submittal review, contractor requests for information (RFIs), change orders, and occasional site visits for the construction of Rockwood to Blackwood Drainage Improvements Project, it is anticipated that additional funds are needed to compensate Wildscape. The total cost for the additional services is $17,074.42 for a total not-to-exceed contract amount of $555,258.51. (See attachment 6 for Amendment 3 to the Agreement.)

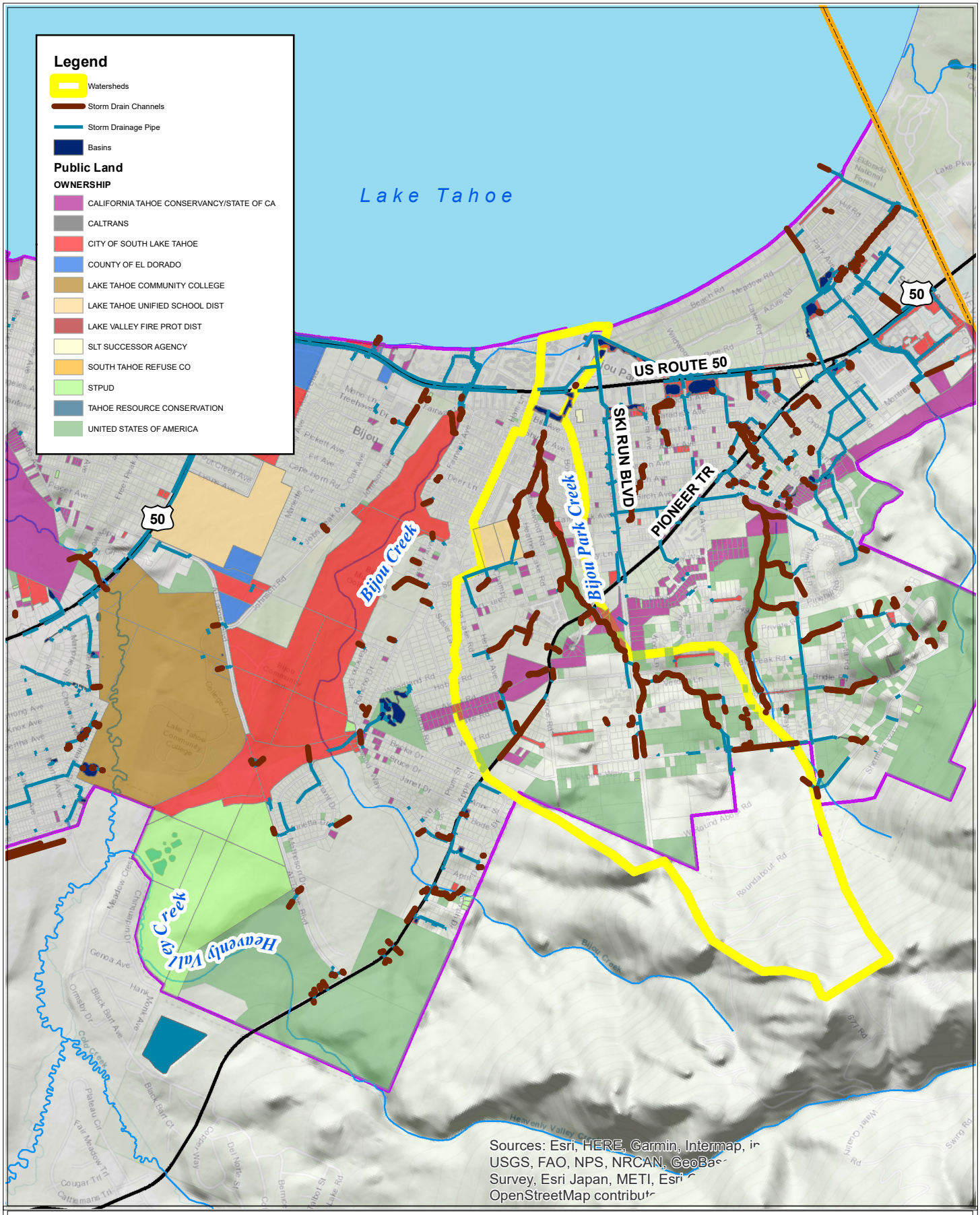
**Financial Implications:** The City has received total grant funds in the amount of $1,750,000 from the US Forest Service. Additionally, the City has allocated $120,000 in Undesignated General Funds as a matching component. Resolution 2024-064 previously allocated $482,655 in ARPA funding and Resolution 2024-120 reallocated an additional $173,545 in ARPA funding to the Upper Bijou Park Creek Project. $400,000 in TRPA mitigation funding was also allocated to the project (Resolution 2024-095).

After the construction award to FW Carson Co. for the Rockwood to Blackwood Drainage Improvements Project for a total contract cost of $1,750,421.00, plus a 10% contingency for $175,042.10 (Resolution 2024-120), there are adequate remaining funds to be used for ancillary project expenses such as consultant construction services support, required pre-construction wildlife surveys, labor code compliance, material testing, etc.

**Environmental Considerations:** After completing all public noticing and review period required by relevant state laws, the Planning Commission adopted the CEQA Initial Study/Mitigated Negative Declaration for the Project on November 19, 2020 (SCH # 202090564). On May 16, 2024, the Planning Commission adopted an addendum to the CEQA Initial Study/Mitigated Negative Declaration for the Project.

**Policy Implications:** The Project is consistent with City Council Strategic Policies and Goals, specifically:

- Action Item 5.3 (Infrastructure and Maintenance) by developing sustainable infrastructure projects, based on the prioritized capital improvement project list.
- Action Item 5.5 (Fiscal Sustainability, Resiliency & Transparency) by utilizing grant funding to implement this important drainage project.




**Department Of Public Works - Engineering Division**

# Bijou Park Creek
## Watershed Location

0 500 1,000 2,000
Feet

Eric Friedlander
City of South Lake Tahoe
3/15/2019

Document Path: J:\PWCS 2016\16-30140051_Upper Bijou Park Creek Restoration\26_RFP\2019_Planning_Design\(01)RFP Files\BasemapPortrait 03062017.mxd

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# CITY OF SOUTH LAKE TAHOE
# PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as of the 7th day of September 2021 by and between the **City of South Lake Tahoe**, a municipal corporation ("City") and Wildscape Engineering, Inc.("Consultant").

## RECITALS

A. Consultant is specially trained, experienced and competent to perform the special services which will be required by this Agreement.

B. Consultant possesses the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

C. City desires to retain Consultant to render professional services as set forth in this Agreement.

## AGREEMENT

1. Scope of Services. Consultant shall perform the services set forth in this agreement and shall provide said services at the time, place, and in the manner specified in this agreement. Consultant shall have no power or authority by this Agreement to bind City in any respect.

   The Consultant agrees that it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

   All services provided by Consultant pursuant to this Agreement will be provided in accordance with the terms set forth in the **Exhibit A, "Bijou Park Creek Watershed Restoration Project Phase 2 Engineering Services Scope,"** attached hereto and incorporated herein by reference. **Exhibit B, "Compensation Schedule,"** attached hereto and incorporated herein by reference, outlines the fees and compensation which shall be paid pursuant to this Agreement.

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2. Term/Time of Performance. The services by Consultant are to commence upon the execution of the Agreement and continue for four years.

3. Compensation. Compensation to be paid to Consultant shall be in accordance with the Schedule set forth in **Exhibit B** which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation, including travel and out-of-pocket expenses, exceed **$460,906.69** without additional written authorization from City. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment. Payment is contingent upon compliance with all terms and conditions of this Agreement, as set forth herein. Consultant shall obtain prior written authorization from the City Project Manager for any costs in excess of budgeted amounts for each line item, task, or obligation under the Scope of Services.

4. Method of Payment. Consultant shall submit monthly billings to City describing the work performed during the preceding month. Consultant's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, the applicable hourly rate, and a description of any reimbursable expenditures. City shall pay Consultant no later than 30 days after approval of the monthly invoice by City staff.

5. Extra Work. At any time during the term of this Agreement, City may request that Consultant perform extra work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, extra work without prior written authorization from City.

6. Termination. This Agreement may be terminated by City or Consultant immediately for cause or without cause upon thirty days (30) days written notice of termination. Upon termination, Consultant shall be entitled to compensation for services performed up to the effective date of termination, and City shall be entitled to all work performed to that date.

   Termination, revocation, or expiration of this Agreement shall not release either party from liability resulting from an event which occurred prior to such termination, revocation or expiration.

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7. Ownership of Documents.
All plans, studies, documents and other writings, including working notes and internal documents, prepared by and for Consultant, its officers, employees and agents and subcontractors in the course of implementing this Agreement, shall become the property of City upon payment to Consultant for such work, and City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon written request. All documents prepared by Consultant are confidential and shall be maintained to preserve their confidential nature. Release of any such documents to third parties shall only be made upon written consent of City.

8. Consultant's Books and Records.

a. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant for services provided pursuant to this Agreement.

b. Consultant shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from records shall be available at Consultant's address indicated for the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to City for inspection at City offices when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the receipt of notices in this Agreement.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by

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any of the above-named officers, require that custody of the records be given to City and that the records and documents be maintained at City offices. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

9. Independent Contractor. It is understood that Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of City. Consultant shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights. All employees, agents, contractors or subcontractors hired or retained by Consultant are employees, agents, contractors or subcontractors of Consultant and not of the City.

City is not required to make any deductions or withholdings form the compensation payable to Consultant under the provisions of this Contract, and is not required to issue W-2 Forms for income and employment tax purposes for any of Consultant's assigned personnel. Any third party persons employed by Consultant shall be entirely and exclusively under the direction, supervision, and control of Consultant. Consultant hereby indemnifies and holds City harmless from any and all claims that may be made against City based upon any contention by any third party that an employer-employee relationship exists by reason of this Contract.

10. Interest of Consultant. Consultant, (and principals, associates and professional employees of consultant) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

a. Will conduct research and arrive at conclusions with respect to his/her rendition of information, advice, recommendation or counsel independent of the control and direction of City or of any City official, other than normal agreement monitoring; and,

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b. Possesses no authority with respect to any city decision beyond rendition of information, advice, recommendation or counsel. [FPPC Reg. 18700(a)(2)].

11. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

12. Compliance with Laws. Consultant shall comply with all applicable federal, state, regional and local laws, codes, ordinances and regulations in carrying out his/her duties under this Agreement. Consultant shall observe and comply with all applicable laws, ordinances, regulations and codes of federal, state and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Agreement. The City, its officials, officers, elected officials, appointed officials and employees shall not be liable at law or in equity as a result of any failure of Consultant to comply with this section.

In the event it is determined that the Consultant is required to pay prevailing wages for the work performed under this Agreement, the Consultant shall pay all penalties and wages as required by law.

13. Licenses. Consultant represents and warrants to City that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. Consultant shall maintain a City of South Lake Tahoe business license at all times services are performed under this Agreement. Consultant acknowledges that payments made pursuant to this Agreement may be withheld until this provision has been satisfied.

14. Indemnity. Consultant hereby agrees to and shall indemnify and hold harmless City, its elected and appointed boards, officers, agents, employees and volunteers from and against any liability for any and all claims, demands, actions, losses, damages and injuries, direct or indirect (including any and all

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costs and expenses in connection therein), arising out of this Agreement or caused in any way by Consultant's negligent performance of this Agreement or its breach of its obligations contained in this Agreement, except for any such claims arising out of the negligence or willful misconduct of the City. Consultant agrees to defend City from and against any and all losses, damages, claims costs and fees arising out Consultant's negligent acts, errors, omissions, regarding this Agreement, the Consultant's work under this Agreement, or the consultant's Scope of Work.

City does not, and shall not, waive any rights against Consultant which it may have by reason of the aforesaid hold harmless agreement, because of the acceptance by City, or the deposit with City by Consultant, of any of the insurance policies hereinafter set forth.

This hold harmless agreement by Consultant shall apply to all damages and claims for damages, or alleged to have been suffered, by reason of any of the aforesaid operation of Consultant or any subcontractor, regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

Consultant further waives any and all rights to any type of express or implied indemnity or right of contribution from the City for any liability, claims, demands, costs, charges and expenses and causes of action of whatsoever arising out of or in any way connected with this Agreement, and consultant's work under this Agreement.

15. Insurance Requirements.

a. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies.

i. Workers' Compensation Coverage. Consultant shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. Any notice of cancellation of all Workers' Compensation policies must be received by City at least thirty (30) days prior to such change. Consultant shall provide thirty (30) days written notice of nonrenewal of any

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Workers' Compensation policies. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City.

ii. Commercial General Liability Coverage. Consultant shall maintain commercial general liability insurance no less broad than ISO form CG 00 01 in an amount not less than one million dollars ($1,000,000) per occurrence for bodily injury, personal injury and property damage. Coverage must be made on the standard Occurrence form. Claims-Made forms are not acceptable without prior written consent of City. City of South Lake Tahoe must be endorsed as an additional insured for liability arising out of ongoing operation by on behalf of Consultant. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.

iii. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars ($1,000,000) combined single limit for each occurrence.

iv. Professional Liability Coverage. Consultant shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant or by its employees, or subcontractors. The amount of this insurance shall not be less than one million dollars ($1,000,000) on a claims-made annual aggregate basis, or a combined single-limit per occurrence basis.

b. Endorsements. Each general liability and automobile liability insurance policy shall be with insurers possessing a AM Best's rating of no less than A:VII and shall be endorsed with the following specific language:

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i. City, its elected or appointed officers, officials, employees, agents and volunteers are to be covered as additional insured's under Consultant's General Liability and Automobile Liability policies with respect to liability arising out of this Agreement and/or work performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work or operations.

ii. This policy shall be considered primary insurance as respects City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by City, including any self-insured retention City may have, shall be considered excess insurance only and shall not contribute with it.

iii. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring Consultant.

iv. The insurer waives all rights of subrogation against City except for Consultant's Professional Liability and Employers' Liability policies, its elected or appointed officers, officials, employees or agents.

v. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to City, its elected or appointed officers, officials, employees, agents or volunteers.

vi. No policies of insurance carried by Consultant shall be suspended, voided, canceled, or changed in coverage or in limits except after thirty (30) days written notice to the City Attorney by Certified Mail.

c. Deductibles and Self-Insured Retentions. The Consultant shall be responsible for all deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein shall be reasonable and approved by the City Attorney.

d. Certificates of Insurance. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Consultant shall not commence work under this contract until all insurance required under this section has been approved by City as to form, amount and carrier, nor shall Consultant allow any subcontractor to

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commence work on any subcontract until all similar insurance required and reasonably consistent limits of the subcontractor has been so obtained and approved. Certificates of insurance shall contain no exclusions unless negotiated with the City Attorney and approved, in writing, by the City Attorney.

16. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

Provide a copy to: City Attorney's Office
City of South Lake Tahoe
1901 Lisa Maloff Way, Suite 300
South Lake Tahoe, CA 96150

If to Consultant:

Provide a copy to:

17. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of City. Consultant shall not subcontract any portion of the work to be performed under this Agreement without the written authorization of City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in the Agreement shall create any contractual relationship between City and subcontractor nor shall it create any obligation on the part of City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise required by law.

18. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

19. Dispute Resolution. Any dispute concerning this Agreement will be first submitted to the City Manager or his designee for resolution. If no resolution is reached, such dispute shall be submitted to the City Council. The decision of

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the City Council shall be final and shall be appealable only to the El Dorado Superior Court pursuant to California Code of Civil Procedure §1094.5, and as provided by law.

20. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in the Superior Courts in the County of El Dorado, South Lake Tahoe Division.

21. Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any Consultant or person, other than the independent contractors hired in accordance with Consultant's standard business practice, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any Consultant or person, other than a bona fide employee working solely for Consultant or an independent contractor hired as discussed above, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

22. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, disability, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan, or other related programs or guidelines currently in effect or hereinafter enacted.

23. Drug-Free Workplace Certification. By signing this Agreement, Consultant hereby certifies under penalty of perjury under the laws of the State of California that the Consultant will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350, et seq.) and will provide a drug-free work place by taking the following actions:
    a. Publish a statement notifying employees that unlawful manufacture, distribution dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355 (a).

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b. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b) to inform employees about all of the following:

   i. The dangers of drug abuse in the workplace;
   ii. The person's or organization's policy of maintaining a drug-free workplace;
   iii. Any available counseling, rehabilitation and employee assistance program; and
   iv. Penalties that may be imposed upon employees for drug abuse violations.

c. Provide, as required by Government Code Section 8355(c), that every employee who performs grant activities under this Agreement:

   i. Will receive a copy of the Consultant's drug-free policy statement; and
   ii. Will agree to abide by the terms of the Consultant's statement as a condition of employment on this Agreement.

Failure to comply with these requirements may result in suspension of payments under this Agreement or termination of the Agreement, or both, and Consultant may be ineligible for award of any future City agreements if City determines that any of the following has occurred: the Consultant (1) has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

24. Anti-Lobbying Certification. Consultant shall submit to City the Anti-Lobbying Certification contained in **Exhibit C**. Further, Consultant shall require that the language of the certification in **Exhibit C** be included in all contracts or subcontracts entered into in connection with this Agreement and that all Consultants and contractors shall certify and disclose accordingly.

25. Debarment, Suspension, Ineligibility and Voluntary Exclusion. By signing this Agreement, Consultant assures that neither it nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

26. Americans with Disabilities Act. By signing this Agreement, Consultant assures the City that it complies with the American with Disabilities Act (ADA) of 1990, (42 U.S.C. 12101, et. seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to ADA.

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27. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.

28. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

29. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between City and Consultant. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

30. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

31. Time is of the Essence. Time is of the essence for this Agreement.

32. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

CITY OF SOUTH LAKE TAHOE:

By Joe Irvin

Joe Irvin
City Manager

Date 9/10/2021

CONSULTANT:

By Carol W Beahan

Carol Beahan, P.E., President
Wildscape Engineering Inc.

Date AUGUST 23, 2021

Business License # 006076

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APPROVED AS TO FORM:

By Heather Stroud _____ Date 9/10/2021 _____

Heather Stroud
City Attorney

ATTEST:

By _____ Date 9/10/2021 _____

Susan Blankenship, City Clerk

Attachments:

Exhibit A – Scope of Services
Exhibit B – Compensation Schedule
Exhibit C - Anti-Lobbying Certification

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*

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# EXHIBIT A

## SCOPE OF SERVICES

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WILDSCAPE ENGINEERING

# Bijou Park Creek Watershed Restoration Project Phase 2 Engineering Services Scope

*Prepared for*

Public Works Department
City of South Lake Tahoe
1052 Tata Lane
South Lake Tahoe, CA
96150

*Submitted by*

Wildscape Engineering Inc.
South Lake Tahoe, CA

August 20, 2021

C-106-2021

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WILDSCAPE ENGINEERING

*Civil and Restoration Design Services*
*www.wildscape-engineering.com*
*(530) 600-1810*

August 20, 2021

Jason Burke
Project Manager
City of South Lake Tahoe
1052 Tata Lane
South Lake Tahoe, CA 96150

**Re: Phase 2 Scope for Final Engineering Design, Planning and Permitting Services for the Bijou Park Creek Watershed Restoration Project**

Dear Mr. Burke,

Respectfully submitted is our updated Final Engineering Design and Planning Services Scope for the second phase of the Bijou Park Creek Watershed Restoration Project. Wildscape Engineering, Inc. is pleased and excited to continue to provide professional engineering and related services to develop and advance the stormwater collection, conveyance, and treatment improvements for the Bijou Park Creek Watershed to final construction documents and permits.

Please contact me if you have questions or need additional information. Our entire team looks forward to continuing on this important project.

Sincerely,



Carol Beahan, PE, QSD, President
carol@wildscape-engineering.com
(530) 600-1810 / (415) 517-1375 cell

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WILDSCAPE ENGINEERING

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*(530) 600-1810*

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WILDSCAPE ENGINEERING

*Civil and Restoration Design Services*
*www.wildscape-engineering.com*
*(530) 600-1810*

# I. INTRODUCTION

We are pleased to provide this update to the Phase 2 scope and costs for the continuation of the Bijou Park Creek Restoration Project (Project) for the City of South Lake Tahoe. **Wildscape Engineering Inc. (Wildscape Engineering)** will proceed with the same team of design and environmental experts that were originally contracted for both Phase 1 and Phase 2. Together with our sub-consultants, **Northwest Hydraulic Consultants (NHC), Nevada Tahoe Conservation District (NTCD), Catalyst Environmental Solutions Corporation (Catalyst), Insite Land Surveys, Western Botanical Services, Interwest Consulting Group, and Lynn Barnett & Associates** we have decades of experience and several implemented projects in the Tahoe Region, including direct experience in the Bijou Park Creek watershed from the Heavenly Ski Resort headwaters to the lower urbanized drainages. We are cognizant of the need to design facilities that will be reliable over the long term and easy to access and maintain. We also recognize the threat of unintended consequences, such as raising water tables in locations where drainage problems do not currently exist.

# II. SCOPE OF WORK UNDERSTANDING

## OVERVIEW

The 850-acre Bijou Park Creek watershed represents a highly altered watershed due to the diversion of the headwaters of Keller Canyon at Heavenly Valley Ski Resort into it. The artificial expansion of the watershed has greatly increased peak flows, which directly leads to flooding problems in the lower watershed, particularly in the vicinity of Bill and Shirley Avenues. Early development of the low-lying properties in or adjacent to SEZs such as along Blackwood Avenue and in the vicinity of Woodbine have only exacerbated the problems. Phase 1 aimed for water quality improvements and flood alleviation via various means and locations listed here and carried through 30% designs and CEQA document. The Project Team will continue to refine the designs through 60, 90 and 100 percent detail, complete the appropriate NEPA environmental document and special studies, and be open and flexible to change as new information and priorities emerge.

30% Project List

- Needle Peak Localized Treatment
- Shirley to Whole Foods
- Osgood Expansion
- Ski Run Blvd Diversion
- Pioneer Crossing Culvert
- Bijou Park Creek SEZ Enhancement
- Upper Bijou Park Creek
- Keller Canyon Bypass
- Bijou School Frontage Drainage Improvements
- Rockwood to Blackwood Drainage Improvements
- Aloha Basin

## PROJECT WORK TASKS AND APPROACH

The following Project Work Tasks are a composite of those listed in the RFP #02-01-2019 altered to reflect the later phases of design and with modifications to better inform and guide stakeholders, develop a legally-defensible NEPA document, acquire the necessary land use permissions, and develop fully executable and sound plans, specifications, and cost estimates for 65, 90, and 100% designs.

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## TASK 1. PROJECT MANAGEMENT, OUTREACH, PUBLIC MEETINGS, AND COORDINATION

### 1.1 TAC, Public, and Client Meeting Continued Coordination and Participation, Project Management

The Project Manager will coordinate directly with the City of South Lake Tahoe (City) Project Manager and the design team members to schedule, prepare for, and facilitate all design team meetings, property owners' meetings, public meetings, and Technical Advisory Committee (TAC) meetings. We will prepare all draft meeting agendas, presentations, public outreach materials (meeting letters & notices), sign-in sheets, plan sheets, materials samples, etc. for the City's review prior to finalizing and displaying/sharing in the various meeting forums.

This task includes time to coordinate with concurrent project efforts in the vicinity of Bijou Park Creek including the California Tahoe Conservancy's Greenway Project, Southwest Gas and South Tahoe Public Utility District utility line upgrades and the Pioneer Trail Pedestrian Improvement Project.

This task includes time to prepare for and participate in 60% and 90% Design Review Meetings with City staff and TAC members. Under this task, we will produce high quality exhibits to help portray the design development information, amenity features, and planning stages to the attendees at the various meetings stated above.

### 1.2 Phase 2 Kick Off Meeting

We propose as part of Task 1 to conduct a Phase 2 Kick Off meeting in the field with the City and Design Team to review existing conditions, 30% designs, and proposed design changes. This meeting will specifically discuss evaluating the capacity and inner workings of the Wildwood Basin and Overflow to accommodate potential changes to the location of Keller Bypass.

### 1.3 Planning Commission and City Council Meetings

There is a critical need to keep both the Planning Commission and City Council appraised of milestones, accomplishments, and deliverables. The regularly scheduled meetings of these bodies provide an opportunity to solicit feedback from both the council and commission members as well as the general public in short workshop-type agenda items. Our Project Manager will lay out and reach agreement with the City Project Manager the key design deliverables that should be presented in this way to these committees to streamline the Major Design Review process and Catalyst and key team members will present to the City Planning Commission and City Council the NEPA documents for discussion and adoption.

## TASK 2. SITE SURVEYING

Some supplemental surveying of existing stormdrain infrastructure is required to refine the 30% designs moving into 60% detail and evaluate proposed changes. For example, inlet elevations of the recently installed culvert crossings at Pioneer Trail and Charlesworth Court will be surveyed in order to accurately show current conditions on the plans. Additional survey data will be collected on Spruce Avenue infrastructure to inform the Bijou School Frontage Drainage Improvement designs and on Sonora Avenue down to Osgood Basin in order to inform designs for the potential revised Keller Clean Water Bypass alignment down Sonora rather than Ski Run.

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In order to fine tune the Bijou Park Creek hydraulic model completed during Phase 1 that was based on available LiDAR topographic data and therefore didn't fully capture the current channel and floodplain details, we propose conducting a Total Station topographic survey of the Bijou Park creek channel and floodplain within the project limits. Wildscape and NTCD engineers will conduct the survey and consult with NHC and the landowner and key stakeholder, USDA Forest Service Lake Tahoe Basin Management Unit (LTBMU) to ensure all key channel and floodplain data is collected in sufficient detail.

### 2.1 Supplemental Survey for Stormdrain Design and Bijou Park Creek Hydraulic Model Refinement

Supplemental surveying will be conducted to capture additional existing pipe inverts including a full utility survey/dip for Keller Bypass, additional survey data for Bijou School, the recently installed pipeworks at Pioneer Crossing and areas along Blackwood to support detailed design development.

To develop a more comprehensive and accurate hydraulic model to inform restoration designs for Bijou Park Creek a Total Station survey will be conducted to collect the channel longitudinal profile, representative cross-sections, and cross-valley berms to sufficiently define the HEC-RAS 2-D surface, adjacent pavement elevations, and key drainage inputs. This effort will facilitate a more accurate hydraulic assessment of the channel capacity, determine any potential flood risk to adjacent property or infrastructure and help refine stream restoration designs of the Bijou Park Creek Restoration project, the Rockwood to Blackwood outfall, and improvements where the creek crosses Tamarack Ave and Warner Salas Dr.

Property boundary surveys will be conducted for up to five parcels by licensed Land Surveyor, Chip Brejc of Insite Land Surveys to support lot line adjustments, easements and/or real property acquisitions necessary to construct the project.

### 2.2 Utility Coordination and Identification

This task will build off the utility information collected and incorporated in the 30% plans and where conflicts may be unavoidable, we will work cooperatively with the various utilities to perform potholing using high accuracy GPS or land surveying instruments for recording and documenting in order to precisely determine elevations and any necessary avoidance measures.

**Task 2 Deliverables**:

- All survey control and survey data points as CAD files.
- Electronic and hardcopies of updated Topographic Base Map

## TASK 3. HYDROLOGIC AND HYDRAULIC ANALYSIS

Hydrologic and hydraulic analysis will continue building off of the efforts completed during Phase 1 in order to investigate new alternatives introduced during the later stages of 30% design and support design development as it moves through 60% and 90% detail levels.

### 3.1 Hydrology and Hydraulics Study for Revised Keller Bypass and Wildwood Basin

Recent comments received from the City upon review of the 30% designs included a request to explore the feasibility of an alternative route for the Keller Clean Water Bypass project. Up to three alternatives will be explored that utilize streets other than Ski Run for the bypass. Determining the feasibility of alternative routes and a possible alternative outlet (the Wildwood Basin outlet instead of the Osgood Basin outlet) will require

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further hydraulic analysis, an additional site visit, and continued consultation with the City. There is already a substantial amount of information related to the hydraulics in this area so further exploration should be minimal.

### 3.2 Updates to PLRM

Since sediment removal is a key objective of this project, the PLRM will be updated as the project progresses to evaluate the impacts of the proposed design on water quality. The team will provide technical support to the City Project Manager to update the models as designs are further developed.

### 3.3 Bijou Park Creek 2-Dimensional Hydraulic Model

As discussed in Task 2.1 further refinement to SEZ design features is needed and will require further development of a 2-dimensional hydraulic model with the additional creek and floodplain field survey data collected under Task 2.

The development of the 2-dimensional hydraulic model involves pulling the field survey and LiDAR topographic data into a digital elevation model, applying appropriate Manning's n values based on creek and floodplain cover/condition, establishing boundary conditions, and calibrating if possible, using any known stage-discharge relationships. Once operational and calibrated the model will be used to infer existing and future hydraulic conditions under scenarios corresponding with up to two restoration design alternatives. Results from the hydraulic modeling that will inform design development include modeled stage-discharge relationships across the project site, shear stresses induced on the stream channel, banks and floodplain, and flow velocities and preferential flow paths through the floodplain improvement areas.

### 3.4 Osgood to Wildwood to Lake Hydraulic Analysis (NEW TASK)

Based on previous hydraulic analysis of the Wildwood Basin overflow capacity, NHC will estimate the maximum amount of flow to be diverted into the expanded Osgood Basin and provide recommendations on the hydraulic design of the diversion into the expanded basin. Our design and water resource engineers will analyze the expanded Osgood basin outlet pipe capacity at various tailwater elevations in Wildwood to check that the proposed design will not cause any backwatering into Osgood basin.

**Task 3 Deliverables**:

- Supplemental Hydrology and Hydraulics Report with figures and appendices.

## TASK 4. ENVIRONMENTAL DOCUMENTS

*Preparation of environmental documents will be led by Catalyst. Under this task, Catalyst will base their approach on their expert knowledge of NEPA guidance, and other associated applicable policies and guidelines. While the CEQA has been completed some final steps are required to complete NEPA.*

### 4.1 Updates to Proposed Project Description for NEPA and CEQA

Catalyst and Wildscape have discussed NEPA compliance with USFS to determine the preferred path forward. The USFS has indicated that the Project may be processed as a Categorical Exclusion, in which case, USFS would complete NEPA internally and Catalyst would provide USFS staff with supporting documentation as-requested.

### 4.2 CEQA Compliance – Addendum to the MND

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Catalyst will prepare an Addendum for the CEQA Mitigated Negative Declaration (MND) to analyze potential impacts of the Keller Clean Water Bypass Project design. Under CEQA Guidelines Section 15164, the responsible agency (City of South Lake Tahoe) must prepare an addendum to an adopted MND if only minor technical changes or additions are necessary or none of the conditions described in Section 15162 calling for Environmental Impact Report (EIR) have occurred.

The following outline demonstrates how the addendum could be structured and the contents to be included:

- Introduction
- Summary of Proposed Project
- Proposed Modification to the Mitigated Negative Declaration and Basis for an Addendum
- Project Description
- Analysis of Potential Environmental Impacts Associated with the Proposed Modification
- Conclusions
- List of Preparers
- References

The addendum need not be circulated for public review but can be included in or attached to the final adopted negative declaration.

### 4.3 Tribal Notification Letter and Section 106 Letters

Catalyst will prepare a draft tribal engagement letter and submit to USFS for review/edit. We will finalize the letter and resubmit to USFS. In the event that a Tribe wishes to engage in government-to-government consultation, Catalyst will support USFS in this consultation and memorialize the exchange with notes and records.

### 4.4 Baseline Cultural Assessment and Report

Coordinate and perform the required cultural resource surveys required by USFS. We will build off the CHRIS records search findings and work with USFS to determine additional data needs for known cultural resources. If field data is required, we will prepare a survey protocol memorandum and submit to USFS for review/comment to ensure the proposed protocols satisfy Section 106 and NEPA requirements. We will coordinate/perform the surveys in coordination with USFS and will memorialize the data collected with field notes, pictures, and GPS data. We will develop a draft technical memorandum that reports the survey findings and submit to USFS for review/comment. We will finalize this technical memorandum based on USFS comments and incorporate the results/findings into the NEPA document.

### 4.5 Botanical and Jurisdictional Waters Surveys on USFS Lands

Based on the urban nature of the project area, USFS will not require any wildlife surveys (per communication with USFS biologist, Shay Zanetti on July 22, 2021), therefore, we assume no Endangered Species Act consultation would be required either. Catalyst will coordinate the required botanical surveys required by USFS. Julie Etra of WBS will coordinate/perform surveys for resident vegetative communities. Botanical surveys will be performed during the appropriate seasonal survey windows and will memorialize the data collected with field notes, pictures, and GPS data. The team will develop a draft technical memorandum that reports the survey findings and submit to USFS for review/comment. We will finalize this technical memorandum based on USFS comments and incorporate the results/findings into the NEPA document.

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Invasive plants will be identified as part of the botanical survey and a standalone Invasive Plant and Monitoring Plan per LTBMU requirements will be produced to support final design and construction.

Catalyst will coordinate with WBS, who will also perform a jurisdictional delineation (JD) of potential waters of the U.S. per the Clean Water Act. We will develop a wetlands/JD survey protocol memorandum and submit to USFS for review/comment. We will coordinate/perform the survey while inventorying the project area's vegetation/botanical resources and will memorialize the data collected with field notes, pictures, and GPS data. We will develop a draft technical memorandum that reports the delineation's findings and submit to USFS for review/comment. We will finalize this technical memorandum based on USFS comments and incorporate the results/findings into the NEPA document.

### 4.6 NEPA Categorical Exclusion Support

Catalyst will support USFS in the preparation of a Categorical Exclusion and will provide requested technical documents and clarifications regarding the ECD/MND. We will participate in up to three calls with the USFS IDT to discuss the ECD/MND, baseline info, and impacts. It is assumed that USFS will prepare the Categorical Exclusion and perform the necessary consultations, and that no new technical analysis is required for the Categorical Exclusion beyond what has been prepared for the ECD/MND.

**Task 4 Deliverables**

- Submittal of one (1) CEQA MND Addendum
- Submittal of one (1) Draft, Final Tribal Engagement Letters
- Submittal of one (1) Cultural Resources Technical Memorandum
- Submittal of one (1) Botanical/Vegetation Technical Memorandum
- Submittal of one (1) Invasive Plant Survey and Monitoring Report

## TASK 5. LICENSE AGREEMENTS AND SPECIAL USE PERMITS

### 5.1 License Agreements and Special Use Permits

The team will coordinate with the public agencies other than the City of South Lake Tahoe, for the parcels identified in the 30 percent plans for project improvements, as necessary to begin the permitting process. All public parcels advantageous to restoration and stormwater treatment have been identified and mapped in the 30 percent plans and the team will generate a list and figures unique to each owner for submission. Public parcels are typically preferred for stormwater improvements and restoration work as the cost to the project is much lower than acquiring private parcels. To conduct project activities on California Tahoe Conservancy (CTC) parcels, the City must enter a license agreement with CTC that details the use of the land, the benefits to the public, and the long-term maintenance. A similar process is required for USFS-owned parcels; Special Use Permits must be applied for an obtained to use the parcel for project activities.

We will reach out to key staff at the CTC and USFS to discuss the use of these parcels for the Project and prepare the necessary documents such as an alternatives evaluations and special use permit applications for each desired parcel. We have experience finalizing both license agreements and special use permits with both agencies and a strong relationship with the key personnel at the CTC and the USFS. NTCD will lead this task and work with City staff as necessary to complete it.

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### 5.2 TRPA Land Capability Verification

The TRPA Land Capability designations incorporated in the 30% plans will be further assessed if required for permitting the individual proposed projects. Our team will coordinate and conduct TRPA Land Capability Verification analysis on property within the City rights-of-way, land acquisitions (should there be any), and assist the City with resolving surface coverage related permit conditions that may be required within the TRPA permit for the project. We will include existing condition and proposed conditions Land Capability Study calculation summary tables on the project construction plans.

### Real Property acquisitions

The preliminary plans have largely avoided the use of any private parcels not already acquired by the City of SLT to implement the preferred alternatives, however as we move through 60% design development, a few private parcels will require easement acquisitions, including the private road and 1 to 2 of the individual lots within the Mobile Home Park on Blackwood. There is also the possibility of a private property acquisition and/or a lot line adjustment for a parcel in the lower portion of the watershed to enable the most beneficial design.

This is also a critical piece of the Special Use Permit application which often requires an analysis of acquiring private parcels versus using federal parcels. We will compile necessary information on any private parcels using the El Dorado County Assessor's website and the Tahoe Regional Planning Agency website. Useful information would include site coverage, land capability, any existing deed restrictions, assessed value, and recent sale value, if applicable. Using this information, we will evaluate if deed restrictions, conservation easements, or land swaps are a viable solution and preferentially pursue those options over full acquisition. If the analysis reveals that full acquisition is the best path forward, the team will reach out to the private property owners to discuss the project and potential purchase of the property. We will prepare one page outline that describes the Project and its benefits to the watershed and potential sellers. We will inform the property owners of their rights related to California Code of Civil Procedure as well as the rights of the City to use eminent domain if negotiations fail; however, we will continue negotiations as long as possible to secure the necessary properties. We will prepare any documents required for real property acquisition including offer letters, purchase and sale agreements, easement acquisition agreements, appraisal reports, warrant reports, and property acquisition reports for each property.

NTCD has extensive experience working with private property owners to implement restoration and water quality projects and will lead the outreach and coordination for this task. NTCD's previous experience has involved a variety of landowner agreements and acquisitions. We also have Interwest Consulting Group and Lynn Barnett and Associates to assist with appraisals, purchase agreements, and title, escrow, and closing. Both firms have extensive experience with public agencies and real property acquisitions in the Lake Tahoe Basin.

### 5.3 Appraisals

The team of Interwest and Lynn Barnett & Associates will be provided preliminary title reports, appraisals, and applicable environmental reports such as Phase I ESA's and as applicable Phase II ESA An appraisal of each property identified for acquisition will be completed in conformance with federal and state policy. Each property owner will be contacted by the consulting firm and given the opportunity to accompany the

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appraiser during the appraisal. The City's Project Manager will also be given the opportunity to attend. We will prepare an appraisal report containing at a minimum, the following information:

- The purpose and function of the appraisal, including limiting factors and conditions;
- A description of the physical characteristics of the property being acquired in addition to the highest and best use of the property;
- A discussion of all relevant and reliable approaches to value. In most cases this will necessitate the use of the sales comparison approach only;
- A description of comparable sales relied on in the determination of value;
- A statement of the value of the property rights to be acquired, including damages to the remainder;
- A signed certification of the appraiser and the effective dated of the valuation.

Assumption: The costs provided assume one (1) full property acquisition with one residential housing unit requiring relocation of occupants being displaced and two (2) partial take acquisitions with no displacements requiring relocation assistance. Any additional acquisitions will cost $15,000 each and any additional relocation beyond one household will cost $7,500 per household.

### 5.4 Acquisition

Acquisition services may include making contacts with property owners of all subject parcels for the purpose of negotiating purchase price of real property or easements. Consultant will assume the responsibility of coordination and management of the negotiation process. Services will include the following;

- Preparing the offer letter and other related documents based on the appraised and accepted fair market value;
- Statement that City may take property by eminent domain for full or partial acquisitions in the event negotiations fail;
- Notification in accordance with California Code of Civil Procedure Section 1263.025 that the property owner is entitled to obtain an independent appraisal, and should the property owner elect to do so, City will pay for the actual reasonable costs up to $5,000: the independent appraisal shall be conducted by an appraiser licensed by the Office of Real Estate Appraisers;
- Summary Statement Relating to the Purchase of Real Property or Interest therein;
- Purchase and Sale Agreement or Easement Acquisition Agreement for Public Purposes, as applicable;
- Preparing the purchase agreement and conveyance documents;
- Delivering offer letter and conveyance documents to the City and Caltrans for review and approval;
- Making City requested changes as appropriate;
- Meeting with property owners to discuss the project in general, reviewing easement exhibits and legal descriptions, confirming property owner and occupant information and delivering and explaining the official first written offer;
- Maintaining follow-up contact information for property owners;
- Receiving and responding to property owner inquires either verbally or in writing and making record of such correspondence;
- Maintaining contact reports for each parcel;

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- Continuing negotiations with property owners until agreement is reached; and
- Transmitting signed agreements to the City promptly for acceptance and processing.

### 5.5 Title, Escrow, and Closing

We will assume responsibility to ensure all closings are completed in a timely manner by continuing coordination with the Title Company handling the escrows. We will work closely with the Title Company to ensure quality title is obtained. Services will include:

- Reviewing the updated title. The City will obtain updated preliminary title reports for review.
- Opening escrow, deposit funds and documents, prepare escrow instructions and monitor closing of escrows.
- Assisting the Title Company with releasing any liens, mortgages, or encumbrances of record.
- Preparing warrant requests to the City with proper supporting documentation including recommended resolutions to escrow related issues.
- Coordinating the clearing of tax requirements and assessments.
- Attending all meetings and facilitating all closings.
- Ensuring final title policies only contain exceptions that the City is willing to accept.
- Submitting a completed property acquisition report for each property, including transfer of all pertinent related documents to the City.

## TASK 6. PERMITTING

The Project Manager and key task leaders all have experience applying for and acquiring resource agency, TRPA, and City and County permits for their respective stormwater, recreation, and wetland/river restoration projects. We work cooperatively with these agencies to gain their input early on in order to incorporate agency expectations and needs within the designs as is practical, in essence, “pre-mitigate” our designs and streamline the permit acquisition process.

### 6.1 TRPA Permit

The Bijou Park Creek Restoration Project is a Lake Tahoe EIP Project (EIP Number 01.01.01.0118) and therefore will need to obtain an EIP Project Permit from the Tahoe Regional Planning Agency. During the development of the Project, the appropriate TRPA EIP Planner will be involved as a member of the Technical Advisory Committee (TAC) and will therefore have input throughout the design process. The 90% design documents will address any TRPA comments from the 60% TAC meeting and meet all requirements identified for the TRPA Permit. Utilizing the extensive work done for the NEPA/CEQA process, the Team will complete a TRPA Initial Environmental Checklist for submission with the 90% Permit Application. After obtaining a draft TRPA permit, the Team will review the contents and review the draft permit with the City so that the Design Documents can be finalized, and all regulatory requirements are conveyed to any potential bidders. For the final permit approval, the Team will send a representative to the Hearings Officer or Governing Board if necessary. The Team has successfully permitted more than 20 Lake Tahoe EIP Projects, has a good relationship with the TRPA staff, and is well versed in the TRPA process.

### 6.2 404/401/1600 Permitting

As laid out in the environmental document, the project, specifically the SEZ and wetland restoration elements will require most if not all of the resource agency’ permits listed below:

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Clean Water Act (CWA) Section 401 WQ Certification – State Water Resources Control Board

CWA Section 402, NPDES Permit - Lahontan Regional Water Quality Control Board

CWA Section 404 Permit (Dredge and Fill) – US Army Corps of Engineers

1600 Streambed Alteration Agreement Permit – California Department of Fish and Wildlife

ESA Section 7 Consultation – US Fish and Wildlife Service

Under this task our team will conduct the necessary consultations and develop the draft and final application packages working in close collaboration with the design engineers between 60% and 90% design development and submit in the required order to acquire the necessary permissions to construct. Information, mapping, and data from the surveys conducted under Task 4 will be incorporated into the permit applications. This task includes time to meet with resource agency representatives on site as needed to bring them up to speed on the site setting and need and discuss recommended measures to incorporate into the designs.

Assumptions: As stated under Section 4 no wildlife surveys will be required per Shay Zanetti at USDA Forest Service Lake Tahoe Basin Management Unit.

### 6.3 Stormwater Pollution Prevention Plans (SWPPPs)

A Draft and Final Stormwater Pollution Prevention Plan or SWPPP for up to three construction packages as described under 7.1 below will be developed to comply with the Tahoe Basin Construction Permit and Lahontan RWQCB Basin Plan. The Wildscape Team will apply its extensive experience in drafting approved SWPPPs for drainage, utility, highway, and restoration projects in and around the Tahoe basin to produce up to three well-organized, site-specific Draft and Final SWPPPs that will meet all regulatory requirements and be easily adopted and applied during construction.

**Task Deliverables:**

- Up to three (3) Draft SWPPPs
- Up to three (3) Final SWPPPs

## TASK 7. 60% DESIGN LEVEL PS&E DOCUMENTS

### 7.1 60% Plans and Technical Specifications

Incorporating comments from the City and the TAC and any identified mitigation measures or special conditions through the CEQA/NEPA process the design team will develop and present 60% design drawings, specifications, and preliminary costs to the City for review. In order to facilitate different timelines for the projects solely within USDA Forest Service lands versus those within City ROW and/or other public and private property the 60% design effort through 100% will develop up to three (3) individual plan sets and technical specification packages so that they can be bid and constructed independently. It is anticipated that one set will cover Forest Service property project elements, and one will cover the Keller Canyon Bypass Project element either as a standalone project or in combination with all other project elements.

The team will coordinate closely with the City of South Lake Tahoe to discuss alternatives when investigating major changes that arise from comments on the 30 percent plans. The plans and specifications will include construction information on all major features similar to the 30% submittal, including a title sheet, sheet index, general notes sheet, site plan with existing utilities and infrastructure, grading plan and profile sheets, pipeline

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centerline and hydraulic grade line profile sheets, temporary and permanent erosion control and BMPs, revegetation, and detail sheets. Additional design elements if not already identified during 30% design development include temporary access routes, stockpile and staging areas, and cut/fill quantities by habitat type (sufficient to initiate draft permit applications and environmental compliance documents).

All project work will be designed to minimize existing habitat disturbance, soil compaction, and infrastructure impacts.

A 60% Technical Specifications package will be developed in parallel with the plans to clearly direct the Contractor on items including but not limited to bid breakdowns, material types, installation procedures, workmanship, work restrictions, warranties, payment methods, etc. The Technical Specifications will adhere to City standards and code requirements.

### 7.2 60% Landscaping and Revegetation Plans and Specifications

At 60% design development additional plan sheets will be incorporated to include maintenance access, trail elements, fencing, and revegetation. SEZ restoration and natural areas will be stabilized with biotechnical treatments using native materials, seeding, and mulching and the design engineers will be supported by the restoration ecologist in order to incorporate site appropriate designs and specifications. There may be limited areas requiring containerized plantings and irrigation along trail connections that will be developed by the landscape designer.

### 7.3 Draft Project Design Report

In order to ensure confidence in the design plans the team will develop a Draft Project Design report that summarizes the methodologies and data used to develop the design PS&E and any decisions made to modify or move away from elements agreed upon during 30% preliminary designs. The Draft SWPPPs under Task 6.3 will be developed and submitted to the City for review at this time.

### 7.4 NEPA/CEQA Mitigation Design Requirements

As stated earlier, we often approach design development already knowing and integrating what will be required by the resource agencies, however this task will provide time to revisit any project modifications or additions that are to be folded into the plans to meet NEPA/CEQA requirements.

### 7.5 Plan Proof Field Visit

This is an excellent opportunity to field truth the plans with the City Project Manager and mark up and make any necessary edits to avoid unforeseen surprises or issues at 90% design or even during construction. This will be a critical and worthwhile step in the design process.

### 7.6 60% Engineer's Estimate

Starting with the 30% cost estimate, we will incorporate the additional changes and detail developed during 60% design, including more refined quantities for earthwork and material import. Using a combination of recent real construction cost data in the Tahoe region, local supplier and vendor quotes and RS Means we will develop costs to 60% detail.

**Task 7 Deliverables:**

- Up to 3 sets of 60% Admin Draft PS&E for City Review and to take to Plan Proof Field Visit
- Up to 3 sets of 60% Draft PS&E for stakeholder circulation

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- Up to 3 Draft SWPPPs

## TASK 8. 90% PS&E

The design team will build upon the approved 60% PS&E and incorporate input from the City and stakeholders to advance to 90% PS&E.

### 8.1 90% Plans and Technical Specifications

The design team will build upon the approved 60% PS&E (up to 3 sets as described under 7.1) to continue to add details for construction including but not limited to:

- Detail call-out identifiers corresponding to details in detail sheets; and proofed to confirm callouts correspond correctly
- Any refinements to the grading plans, profile sheets, utility, electrical, traffic control plans, etc.
- Any edits as a result of the 60% TAC Design review
- Any edits as a result of additional resource agency or stakeholder review and input.

The Draft SWPPPs will also be updated to incorporate any additional information discovered between 60% and 90% and significant changes to the plans that require changes to the temporary erosion control and water quality protection measures or dewatering approaches. 90% Design Report

In order to maintain continuity through the design development process, the Draft Project Design report will be updated to report on any significant changes to the designs between 60% and 90% to accommodate information gained while field trothing and from City, TAC and other resource agency review and comment

### 8.2 90% Engineers Estimate

The 60% Engineer's estimate will be further refined based on the edits/additions made to the plans and specifications through the 90% development

**Task 8 Deliverables:**

- Up to 3 sets 90% Admin Draft PS&E for City Review
- Up to 3 sets 90% Draft PS&E for stakeholder circulation
- Up to 3 Final SWPPPs

## TASK 9. 100% BID DOCUMENTS

Under this task the design team will make any final changes and add any necessary detail as a result of City and TAC review and input on the 90% PS&E in order to product up to three sets of 100% stamped plans and technical specifications. The Engineer's Estimate will be reviewed in great detail taking into consideration the current bidding environment (i.e., Contractor availability, local economy, etc.) and final refinements will be made to ensure an accurate cost estimate that will be well within the acceptable margins of error. With our extensive bench of professional civil engineers, we have the ability to do extensive internal QA/QC of all bid documents prior to submitting to the City, which will result in clear and comprehensive plans and specifications facilitating streamlined construction and preventing unnecessary costly change orders.

**Task 9 Deliverables:**

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- Up to 3 sets of 100% Admin Draft PS&E for City Review
- Up to 3 sets of 100% Stamped PS&E
- Responses to Questions during Bid Advertisement and Selection

## TASK 10. BID ASSISTANCE

### 10.1 Provide responses to bidder's questions

The proposed Project Manager and several key team members have assisted public agencies and non-profit organizations on similar large projects in developing bid advertisements, bid packages, and supporting Contractor selection. This includes quickly responding to questions and requests for information and developing any addendums as needed on a short time frame.

**Task 10 Deliverables:**

- Draft and City Resident Engineer Approved Responses
- Bid Addenda Sections

## TASK 11. CONSTRUCTION ENGINEERING (CE)

The Project Manager and supporting staff have served as Engineer of Record and provided construction oversight on several similar construction projects. Therefore, our team is fully capable of providing Construction Engineering, including reviewing, and responding to material submittals, change order (CO) requests, and RFIs on a timely basis. We will work with the City Resident Engineer to provide draft written responses and sometimes detailed figures or plan amendments for their review prior to providing to the Contractor. We understand that COs and RFIs can often come in sporadically and require fast response times in order to avoid any delays to the Contractor. Given our local presence and experience we can ensure the City that we would be responsive and effective in all these cases to ensure quality construction continues unimpeded.

### 11.1 Respond to Request for Information and Change Orders

Wildscape Engineering would be able to provide timely responses to Contractor submitted Requests for Information (RFIs) and Change Order (CO) submittals. We would review and provide draft responses for City review within an agreed upon short time frame in order to prevent any delays to construction and would discuss with the City Project Manager and/or Engineer or Record if not Wildscape, all Change Order requests in order to protect the City's interests.

### 11.2 Submittal Review and Response

This task provides time to review Contractor submittals, shop drawings and material samples and provide draft and final responses in coordination with the City Project Manager and/or Engineer of Record if not Wildscape. The formal response template will be provided to the City for review and acceptance and will cover a range of responses likely including "Reviewed No Exceptions Taken", "Provide Additional Information", Make Noted Corrections and Resubmit".

**Task 11 Deliverables:**

- Draft and City Resident Engineer Approved Responses to RFIs and CO Requests
- Revisions to Plans if necessary

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# EXHIBIT B

## SCHEDULE OF CHARGES AND TIMELINE

### TIMELINE

**All work to be completed by September 7, 2025**

**Bijou Park Creek Watershed Restoration Project Final Design, NEPA, Permitting, Bid and Construction Support**

**Labor Hours by Subtask**

| Firm | WILDSCAPE ENGINEERING INC | | | | | | | | NHC | | | NTCD | | | | Catalyst Environmental Solutions | | | | Interwest | | | Lynn Barnett &Associates | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Personnel Classification | Project Manager Lead Engineer Carol Beahan, PE/QSD | Civil Engineer | Restoration Ecologist Julie Etra WBS | Senior H&H Engineer Dr. David Thompson, PhD, PE | Geotechnical Engineer Mark Schroeder, PE | CAD/GIS/Field Technician | Landscape Designer | Admin/Report Specialist Jamie Allec | Principal Engineer Brent C. Wolfe, P.E | Water Resource Engineer Gwyn Perry | Senior Hydrologist Toby Hanes, P.H. | Senior Project Engineer Megan Kelly, P.E. | Senior Staff Engineer | Staff Engineer | Environmental Scientist Domi Fellers | CEQA/NEPA Task Lead Dr. Dan Tormey, Ph.D., P.G. | Permitting/ Compliance Ben Pogue, MPA,PMP,AICP | Senior Scientist 1 | Staff Scientist 2 | Senior Real Estate Agent John Almazan | Interwest Sr Agent | Interwest Tech Support | Lynn Barnett, Appraiser | Total Subtask Hours | Labor Cost by Task |
| Hourly Rate | $150.00 | $115.00 | $140.00 | $150.00 | $170.00 | $95.00 | $105.00 | $75.00 | $240.51 | $135.86 | $182.39 | $128.00 | $78.00 | $74.00 | $87.00 | $250.00 | $195.00 | $180.00 | $130.00 | $175.00 | $145.00 | $145.00 | $125.00 | | |
| **Task Description** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Project Management, Outreach, Public Meetings, and Coordination | | | | | | | | | | | | | | | | | | | | | | | | 433 | $68,780.50 |
| 1.1 TAC, Public and Client Meeting Continued Coordination and Participation, Project Management. Includes 60% and 90% Design Review meetings with the City and TAC. | 60 | 32 | | | | 8 | | 8 | | | 36 | 36 | | | | 16 | 36 | 16 | | 30 | 30 | | 5 | 313 | $49,339.04 |
| 1.2 Phase 2 Kick Off Meeting | 6 | 6 | | | | | | 2 | | | 8 | 6 | 6 | 6 | | 8 | | | | | | | | 48 | $6,879.12 |
| 1.3 Planning Commission and City Council Meetings | 16 | | | | | | | 4 | | | 6 | 6 | | | | 8 | 16 | 16 | | | | | | 72 | $12,562.34 |
| 2. Site Surveying | | | | | | | | | | | | | | | | | | | | | | | | 124 | $12,743.12 |
| 2.1 Supplemental Survey for Stormdrain Design, Real property and easement acquisitions, and Bijou Park Creek Hydraulic Model Refinement (includes Direct Costs for Insite Land Survey below) | 8 | 24 | | 2 | | 8 | | | | | 8 | 2 | 4 | 24 | | | | | | | | | | 80 | $8,823.12 |
| 2.2 Utility Coordination and Identification - Work cooperatively with utilities to perform potholing of utiliites that cannot be avoided. Includes potholing direct costs listed below. | 4 | 6 | | | | | | | | | | 1 | 15 | 18 | | | | | | | | | | 44 | $3,920.00 |
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| 3.1 Hydrology and Hydraulics Study for Revised Keller Clear Water Bypass and Wildwood Basin | 6 | 6 | | 2 | | 4 | | | 4 | 9 | 5 | 6 | | 8 | | | | | | | | | | 50 | $6,726.73 |
| 3.2 Updates to PLRM | 2 | | | | | | | | | | | 2 | | | 16 | | | | | | | | | 20 | $1,948.00 |
| 3.3 Bijou Park Creek 2D Hydraulic Model - Set up and run 2D hydraulic model and use results to fine tune desgns. | 12 | 16 | | 48 | | 16 | | | | | 6 | 1 | | | | | | | | | | | | 99 | $13,582.34 |
| 3.4 Osgood to Wildwood to Lake Hydraulic Capacity Analysis (New Task) | 2 | 8 | | 8 | | | | | | 7 | 3 | | | | | | | | | | | | | 28 | $3,918.19 |
| 4. Environmental Documents | | | | | | | | | | | | | | | | | | | | | | | | 466 | $76,636.00 |
| 4.1 Updates to Proposed Project and Alternatives Descriptions (draft and final) for NEPA and CEQA | 6 | 2 | | | | 4 | | | | | | 2 | | | | 2 | 12 | 12 | 12 | | | | | 52 | $8,326.00 |
| 4.2 CEQA Compliance/Addendum | | | | | | | | | | | | | | | | 4 | 32 | 40 | 16 | | | | | 92 | $16,520.00 |
| 4.3 Tribal Notification Letter and Section 106 Letters | 2 | | | | | 8 | | | | | | | | | | | 16 | | | | | | | 26 | $4,180.00 |
| 4.4 Baseline Cultural Assessment and Report | 2 | | | | | | | | | | | | | | | 2 | 12 | 80 | | | | | | 96 | $17,540.00 |
| 4.5 JD/Wetlands Survey, Botanical Inventory and Invasive Plant Study. Report and Monitoring Plan | 2 | | 140 | | | | | | | | | | | | | 2 | 4 | 16 | 12 | | | | | 176 | $25,620.00 |
| 4.6 NEPA CatEx Support | 2 | | | | | | | 2 | | | | | | | | 4 | 8 | 8 | | | | | | 24 | $4,450.00 |
| 5. License Agreements, Special Use Permits and Real Property Acquisitions | | | | | | | | | | | | | | | | | | | | | | | | 537 | $74,001.00 |
| 5.1 License Agreements and Special Use Permits | 4 | | | | | | | | | | | 8 | 24 | 34 | | | | | | | | | | 70 | $6,012.00 |
| 5.2 TRPA Land Capability Verification | 8 | | | | | | | | | | | 8 | 8 | 16 | | | | | | | | | | | $4,032.00 |
| 5.3 Appraisals | 4 | | | | | | | | | | | 20 | | 12 | | | | | | | | | 90 | 126 | $15,298.00 |
| 5.4 Acquistion: Includes 1 Full Acquisition and 2 Partial Acquisitions | 2 | | | | | | | | | | | 2 | | | | | 140 | | | | | | | 144 | $20,856.00 |
| 5.5 Title, Escrow, and Closing (incl support) | 2 | | | | | | | | | | | 12 | | 8 | | | | 135 | 40 | | | | | 197 | $27,803.00 |
| 6. Permitting | | | | | | | | | | | | | | | | | | | | | | | | 188 | $27,284.00 |
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| 6.3 Stormwater Pollution Prevention Plan (SWPPP) | 4 | 24 | | | | 12 | | 4 | | | | | | | | | | | | | | | | 44 | $4,800.00 |
| 7.. 60% Design Level PS&E Documents and Draft Design Report | | | | | | | | | | | | | | | | | | | | | | | | 587 | $67,856.43 |
| 7.1 60% Plans and Technical Specifications | 40 | 36 | | 8 | 8 | 40 | | | 10 | 4 | 17 | 8 | 16 | 48 | | | | | | | | | | 235 | $28,373.17 |
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| 8. 90% PS&E | | | | | | | | | | | | | | | | | | | | | | | | 294 | $32,504.38 |
| 8.1 90% Plans and Technical Specifications | 34 | 40 | 8 | | | 36 | 4 | 2 | 4 | | 6 | 8 | 24 | 48 | | | | | | | | | | 214 | $23,314.38 |
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| 9. 100% Bid Documents | | | | | | | | | | | | | | | | | | | | | | | | 226 | $24,546.00 |
| 9.1 100% Admin Plans and Specifications | 24 | 36 | | | | 24 | | 2 | | | | 16 | 16 | 24 | | | | | | | | | | 142 | $15,242.00 |
| 9.2 100% Engineer's Estimate | 4 | 8 | | | | | | | | | | 2 | 4 | 4 | | | | | | | | | | 22 | $2,384.00 |
| 9.3 100% Final PS&E | 16 | 16 | | | | 16 | | | | | | 2 | 4 | 8 | | | | | | | | | | 62 | $6,920.00 |
| 10. Bid Assistance | | | | | | | | | | | | | | | | | | | | | | | | | $6,772.00 |
| 10.1 Provide responses to bidder's questions | 16 | 8 | 4 | | 4 | | | | | | | 4 | 8 | 4 | | | 4 | | | | | | | 52 | $6,772.00 |
| 11. Construction Engineering (CE) | | | | | | | | | | | | | | | | | | | | | | | | | $15,258.00 |
| 11.1 Respond to RFIs and COs. | 16 | 8 | 4 | | | | | 2 | | | | 2 | 6 | 4 | | | | | | | | | | 42 | $5,050.00 |
| 11.2 Submittal Review and Response | 24 | 24 | 4 | | | 16 | | | | | | 2 | 8 | 12 | | | | | | | | | | 90 | $10,208.00 |
| **LABOR TOTALS** | **412** | **400** | **196** | **68** | **18** | **236** | **20** | **30** | **20** | **20** | **111** | **191** | **188** | **370** | **16** | **62** | **156** | **212** | **80** | **30** | **305** | **40** | **95** | **5855** | |
| **TOTAL TASKS** | | | | | | | | | | | | | | | | | | | | | | | | | **$432,556.69** |

| | | | | | | |
|---|---|---|---|---|---|---|
| Supplemental Survey of Bijou Park Creek (RTK/Total Station Rental Costs) | | | | | | $1,200.00 |
| Insite Land Surveys - Supplemental Property Boundary and Easement Surveying for up to five parcels | | | | | | $10,000.00 |
| NHC PCSWMM Model Updates | | | | | | $1,000.00 |
| Potholing Contractor ($4,000/day for up to 3 days) | | | | | | $12,000.00 |
| Cultural Records Search/Map Production | | | | | | $750.00 |
| Mileage/Travel Tasks 8-15 | | | | | | $3,000.00 |
| Report & Plan Production Costs | | | | | | $400.00 |
| **DIRECT COST TOTALS** | | | | | | **$28,350.00** |
| | | | | | | |
| **TOTAL COSTS** | | | | | | **$460,906.69** |

DocuSign Envelope ID: 6451047F-FB10-4621-BF31-20B4B8FA8E05

# EXHIBIT C

## ANTI-LOBBYING CERTIFICATION

**Consultant shall submit to City this certification prior to or at the time of the execution of this Agreement.**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty not less than $10,000 and no more than $100,000 for such failure.

The undersigned certifies, to the best of his or her knowledge or belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement; and

2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction.

Consultant:
Carol Beahan, P.E., President

By: Carol Beahan

**City of South Lake Tahoe**
**Amendment No. 1 to Bijou Park Creek Watershed Restoration Project, Phase 2 Engineering Services Professional Services Agreement with Wildscape Engineering, Inc. (C-106-2021)**

The Professional Services Agreement entered into on September 7, 2021, between the City of South Lake Tahoe, a municipal corporation ("CITY") and **Wildscape Engineering, Inc.** ("Consultant") is hereby amended as set forth below.

The Contract is hereby revised to add the following.

1. Scope of Services. In addition to the Scope of Services specified within the original Professional Services Agreement, dated September 7, 2021, to the Professional Services Agreement adds the work described within **Exhibit A, Scope of Services, Budget Augment and Line Item Reassignment** attached hereto and incorporated herein by reference.

2. Compensation. Compensation to be paid to the CONSULTANT, is $22,414, as described in **Exhibit A, Scope of Services**. In no case shall CONSULTANT compensation for work completed under this Amendment exceed the amended amount of $483,320.69, without written authorization from the CITY. Payment by the CITY under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the CITY at the time of payment.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to Professional Services Agreement with Wildscape Engineering to be executed on March 14, 2023.

**CITY OF SOUTH LAKE TAHOE**

By: Cristi Creegan
Cristi Creegan (Mar 16, 2023 15:31 PDT)
Cristi Creegan, Mayor

**CONSULTANT**

By: Carol Beahan
Carol Beahan (Mar 21, 2023 10:29 PDT)
Carol Beahan, President
Wildscape Engineering Inc.
Business Licence #006076

**APPROVED AS TO FORM:**

Heather Stroud (Mar 16, 2023 13:29 PDT)
Heather Stroud, City Attorney

**ATTEST:**

Sue Blankenship (Mar 16, 2023 13:24 PDT)
Susan Blankenship, City Clerk

Mar 16, 2023

Exhibit A: Scope of Services

# EXHIBIT A:
# SCOPE OF SERVICES

Wildscape Engineering, Inc.
(855)816-6593 / (530) 600-1810
www.wildscape-engineering.com

November 7, 2022

Mr. Jason Burke
Stormwater Program Coordinator
Public Works Department, City of South Lake Tahoe
1740 D Street
South Lake Tahoe, CA 96150

**Subject**: **Budget Augment and Line Item Reassignment Request for Bijou Park Creek Phase 2 Restoration Project**

To: Jason Burke,

The following details our budget augment request and line item re-assignment for the Bijou Park Creek Phase 2 Restoration Project. Attachment 1 provides the updated cost spreadsheet reflecting our proposed changes.

Existing Task Budget Increases

**Subtask 1.1 Project Management, Outreach, Public Meetings, and Coordination:** As a result of an extended project timeline and additional management required for USDA Forest Service coordination on the Bijou Park Creek SEZ restoration project and land/easement acquisitions, this includes an additional 24 hours of Project Management to manage the project into Spring 2023. **Augment Cost: $3,600**

**Subtask 2.1 Supplemental Survey**: Partway through the project the contracted surveyor, Insite Land Surveys requested to be removed from the project in order to focus solely on smaller efforts. In response, Wildscape hired another consultant and the design team developed marked up survey maps. The Wildscape Project Manager and CAD technician coordinated and met on site with the new surveyor to provide an orientation to the project and review survey needs. Due to the extensive number of individual sites and need to recheck prior survey control and add additional survey control the direct cost of surveying also increased per below. This includes additional hours for the Project Manager, CAD Technician and NTCD staff engineer to provide surveyor with additional information. **Augment Cost: $3,438**

**Direct Survey Costs:** New surveyor, Terra Graphic hired to substitute for Insite Land Surveyors. Increased effort due to the number of project sites requiring survey and finding prior survey control and adding in additional survey control. **Augment Cost: $5,000**

**Subtask 7.1 60% Plans and Technical Specifications** The Design team will incorporate City of South Lake Tahoe markups received in late July including adding more detail to the plan and profile sheets once the additional surveying described above is completed and updating details to target installations that require less maintenance. All edits/additions to the project sheets will be re-assembled into the three separate 60% plan sets, 1) Bijou Park Creek Watershed Improvement Project, (2) Bijou Park Creek SEZ Restoration Project, and 3) Keller Clean Water Bypass Project. The team will also update the technical specifications to follow the City's template and protocol once sample or template

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specifications are provided more closely by the City. These additional hours will allow for the team to conduct a second and more targeted 60% PS&E round. **Cost: $8,088**

New Task Budget

**Phase I Environmental Site Assessment for 3707 Blackwood Road:** In support of the appraisal and easement acquisition negotiations, a Phase 1 ESA was requested and performed by A&M Environmental Services in summer 2022. **Cost: $2,300**

Line Item Re-Assignment

**Task 5.1 License Agreements and Special Use Permits Line Item Re-Assignment**

At the time a Special Use Agreement draft was needed, NTCD staff were unavailable so the Wildscape Project Manager stepped in to develop the draft and final submittal. Hours were re-assigned as follows:

Moved all of NTCD staff hours over to Wildscape Project Manager column for a net change of -$12.00. **Cost: -$12.00**

**Total Change Order Request: $22,414.00** for a Total Budget Change Order from $460,906.69 to $483,320.69.

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Wildscape Engineering, Inc.
(855)816-6593 / (530) 600-1810
www.wildscape-engineering.com

**TERMS AND CONDITIONS**

The conditions contained in the existing Contract Agreement signed and dated September 10, 2021 will apply to this Change Order.

**APPROVAL TO PROCEED**

The work can be initiated with a letter of authorization, through acknowledgment of this Scope of Work by signing a copy of this Scope below, or by Purchase Order issued to Wildscape Engineering, Inc.

Scope of Work and Estimated Budget accepted by:

Jason Burke
Jason Burke (Mar 16, 2023 12:02 PDT)
Signature

Mar 16, 2023
Date

Jason Burke, City Project Manager
Printed Name and Title

Public Works, City of South Lake Tahoe
Firm Name

(530) 542-6038
Phone Number

1740 D Street
Street Address

South Lake Tahoe | CA | 96150
City | State | Zip Code

For Wildscape Engineering, Inc.

Carol Beahan
Carol Beahan (Mar 21, 2023 10:29 PDT)
Signature

Mar 21, 2023
Date

Carol Beahan, President
Printed Name and Title

# ATTACHMENT 1. COST BREAKOUT CHANGES

| Firm | WILDSCAPE ENGINEERING INC | | | | | | | | NTCD | | | | Catalyst Environmental Solutions | | | | Interwest | | | Lynn Barnett &Associates | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Personnel Classification | Project Manager Lead Engineer Carol Beahan, PE/QSD | Civil Engineer | Restoration Ecologist Julie Etra WBS | Senior H&H Engineer Dr. David Thompson, PhD, PE | Geotechnical Engineer Mark Schroeder, PE | CAD/GIS/Field Technician | Landscape Designer | Admin/Report Specialist Jamie Allec | Senior Project Engineer Megan Kelly, P.E. | Senior Staff Engineer | Staff Engineer | Environmental Scientist Domi Fellers | CEQA/NEPA Task Lead Dr. Dan Tormey, Ph.D., P.G. | Permitting/ Compliance Ben Pogue, MPA,PMP,AICP | Senior Scientist 1 | Staff Scientist 2 | Senior Real Estate Agent John Almazan | Interwest Sr Agent | Interwest Tech Support | Lynn Barnett, Appraiser | Total Subtask Hours | Labor Cost by Task |
| Hourly Rate | $150.00 | $115.00 | $140.00 | $150.00 | $170.00 | $95.00 | $105.00 | $75.00 | $128.00 | $78.00 | $74.00 | $87.00 | $250.00 | $195.00 | $180.00 | $130.00 | $175.00 | $145.00 | $145.00 | $125.00 | | |
| **Task Description** | | | | | | | | | | | | | | | | | | | | | | |
| 1. Project Management, Outreach, Public Meetings, and Coordination | | | | | | | | | | | | | | | | | | | | | 457 | $72,380.50 |
| 1.1 TAC, Public and Client Meeting Continued Coordination and Participation, Project Management. Includes 60% and 90% Design Review meetings with the City and TAC. | **84** | 32 | | | | 8 | | 8 | 36 | | | | 16 | 36 | 16 | | 30 | 30 | | 5 | 337 | $52,939.04 |
| 1.2 Phase 2 Kick Off Meeting | 6 | 6 | | | | | | 2 | 6 | 6 | 6 | | 8 | | | | | | | | 48 | $6,879.12 |
| 1.3 Planning Commission and City Council Meetings | 16 | | | | | | | 4 | 6 | | | | 8 | 16 | 16 | | | | | | 72 | $12,562.34 |
| 2. Site Surveying | | | | | | | | | | | | | | | | | | | | | 156 | $16,181.12 |
| 2.1 Supplemental Survey for Stormdrain Design, Real property and easement acquisitions, and Bijou Park Creek Hydraulic Model Refinement (includes Direct Costs for Insite Land Survey below) | **16** | 24 | | 2 | | **30** | | | 2 | 4 | **26** | | | | | | | | | | 112 | $12,261.12 |
| 2.2 Utility Coordination and Identification - Work cooperatively with utilities to perform potholing of utiliiites that cannot be avoided. Includes potholing direct costs listed below. | 4 | 6 | | | | | | | 1 | 15 | 18 | | | | | | | | | | 44 | $3,920.00 |
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| 5.1 License Agreements and Special Use Permits | **40** | | | | | | | | **0** | **0** | **0** | | | | | | | | | | 40 | $6,000.00 |
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| **LABOR TOTALS** | **504** | **400** | **196** | **68** | **18** | **282** | **20** | **30** | **191** | **164** | **354** | **16** | **62** | **156** | **212** | **80** | **30** | **305** | **40** | **95** | **6027** | |
| **TOTAL TASKS** | | | | | | | | | | | | | | | | | | | | | | **$447,670.69** |
| Supplemental Survey of Bijou Park Creek (RTK/Total Station Rental Costs) | | | | | | | | | | | | | | | | | | | | | | $1,200.00 |
| **Phase 1 Environmental Site Assesment - A&M Environmental Services** | | | | | | | | | | | | | | | | | | | | | | **$2,300.00** |
| **~~Insite Land Surveys~~ - TerraGraphic Survyor: Supplemental Surveying for All Project Sites, Property Boundary and Easement Surveying for up to three parcels** | | | | | | | | | | | | | | | | | | | | | | **$15,000.00** |
| NHC PCSWMM Model Updates | | | | | | | | | | | | | | | | | | | | | | $1,000.00 |
| Potholing Contractor ($4,000/day for up to 3 days) | | | | | | | | | | | | | | | | | | | | | | $12,000.00 |
| Cultural Records Search/Map Production | | | | | | | | | | | | | | | | | | | | | | $750.00 |
| Mileage/Travel Tasks 8-15 | | | | | | | | | | | | | | | | | | | | | | $3,000.00 |
| Report & Plan Production Costs | | | | | | | | | | | | | | | | | | | | | | $400.00 |
| **DIRECT COST TOTALS** | | | | | | | | | | | | | | | | | | | | | | **$35,650.00** |
| | | | | | | | | | | | | | | | | | | | | | | |
| **TOTAL COSTS** | | | | | | | | | | | | | | | | | | | | | | **$483,320.69** |

# C-028-2023 Wildscape Engineering Amend. 1

Final Audit Report 2023-03-21

| | |
|---|---|
| Created: | 2023-03-16 |
| By: | jo Mcdonough (jmcdonough@cityofslt.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAOU7kdbSTxNMIoxAOThopghvG81kMJvVC |

## "C-028-2023 Wildscape Engineering Amend. 1" History

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Signer ccreegan@cityofslt.us entered name at signing as Cristi Creegan

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Signature Date: 2023-03-16 - 10:31:10 PM GMT - Time Source: server- IP address: 47.25.118.95

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Signature Date: 2023-03-21 - 5:29:27 PM GMT - Time Source: server- IP address: 24.182.20.253

Agreement completed.

2023-03-21 - 5:29:27 PM GMT

Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.

**City of South Lake Tahoe**
**Amendment No. 2 (C-086-2024) to Bijou Park Creek Watershed Restoration Project Phase 2 Engineering Professional Services Agreement with Wildscape Engineering, Inc (C-106-2021)**

The Professional Services Agreement entered into on September 7, 2021, between the City of South Lake Tahoe, a municipal corporation ("CITY") and Wildscape Engineering, Inc ("CONSULTANT") is hereby amended as set forth below.

The terms of the Professional Services Agreement are hereby amended as follows:

Section 1. Scope of Services. The cost of services per task were provided in Exhibit B of C-106-2021. This amends Exhibit B to move $15,258 from Task 11 Construction Engineering and $5,949.40 from Task 10 Bid Assistance to be split as follows: $15,807.40 to Task 2 Site Surveying and $5,400 to Task 3 Hydrologic and Hydraulic Analysis.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

**CITY OF SOUTH LAKE TAHOE**

By: Anush Nejad

Anush Nejad, Director of Public Works

**CONSULTANT**

By: Carol Beahan
Carol Beahan (May 14, 2024 09:26 PDT)

Carol Beahan, President
Wildscape Engineering, Inc.
Business License # 006076

**APPROVED AS TO FORM:**

Heather Stroud (May 14, 2024 12:53 PDT)

Heather Stroud, City Attorney

**ATTEST:**

Susan Blankenship (May 14, 2024 15:12 PDT)

Susan Blankenship, City Clerk

Exhibit A: Budget Adjustment

Exhibit A

Budget Remaining as of 05/06/2024

**NTCD Remaining Budget (does not reflect hours for April Invoice, to be provided on 05/10)**

| Task # | Task Description | Amount Remaining | |
|---|---|---|---|
| 1 | 1. Project Management, Outreach, Public Meetings, and Coordination | $ - | |
| 2 | 2. Site Surveying | $ 148.00 | |
| 3 | 3. Hydrologic and Hyraulic Analysis | $ 1,446.45 | |
| 4 | 4. Environmental Documents | $ 256.00 | |
| 5 | 5. License Agreements, Special Use Permits and Real Propertry Acquisitions | $ 795.20 | |
| 6 | 6. Permitting | $ 756.06 | |
| 7 | 7. 60% Design Level PS&E Documents and Draft Design Report | $ 2,761.73 | |
| 8 | 8. 90% PS&E | $ - | |
| 9 | 9. 100% Bid Documents | $ 6,770.91 | |
| 10 | 10. Bid Assistance | $ 1,432.00 | |
| 11 | 11. Construction Engineering (CE) | $ 2,788.00 | |
| | | $ 12,934.35 | Tasks through 100% Final Docs |
| | | $ 4,220.00 | Bid Support/Construction Oversight |
| | | $ 17,154.35 | Total Remaining NHC Budget |

**Wildscape Remaining Budget (post April invoice)**

| Task # | Task Description | Amount Remaining | |
|---|---|---|---|
| 1 | 1. Project Management, Outreach, Public Meetings, and Coordination | **$ 75.00** | |
| 2 | 2. Site Surveying | **$ -** | |
| 3 | 3. Hydrologic and Hyraulic Analysis | **$ -** | |
| 4 | 4. Environmental Documents | **$ 25.20** | |
| 5 | 5. License Agreements, Special Use Permits and Real Propertry Acquisitions | **$ -** | |
| 6 | 6. Permitting | **$ 1,262.50** | |
| 7 | 7. 60% Design Level PS&E Documents and Draft Design Report | **$ -** | |
| 8 | 8. 90% PS&E | **$ -** | |
| 9 | 9. 100% Bid Documents | **$ 7,075.00** | |
| 10 | 10. Bid Assistance | **$ 4,560.00** | |
| 11 | 11. Construction Engineering (CE) | **$ 12,470.00** | |
| | | $ 8,437.70 | Tasks through 100% Final Docs |
| | | $ 17,030.00 | Bid Support/Construction Oversight |
| | | $ 25,467.70 | Total Remaining Wildscape Budget |
| | | Available Bid Support/Construction Oversight Funds | |
| | | **$ 21,250.00** | |

Change Order Budget

| Task # | Task Description | Additional Budget Needed | |
|---|---|---|---|
| 1 | 1. Project Management, Outreach, Public Meetings, and Coordination | $ 1,156.00 | |
| 2 | 2.3 Site Surveying - Additional Potholing Effort | $ 7,363.40 | Includes Ferguson Excavating and TerraGraphic billings. Ferguson went over $5,489.02 and Travis went over $1,874.38 and both have been paid in full. |
| | 2.4 Site Surveying - Property Boundary Survey at 3707 Blackwood Road | $ 8,444.00 | Lumos & Asssociates plus hours for NTCD/Wildscape coordination and pulling into CAD plans/files. |
| 3 | 3.3 Bijou Park Creek 2D Hydraulic Model - Update and run new outfall location at Blackwood Road and run proposed | $ 5,400.00 | |

# CONTRACT /AGREEMENTAUTHORIZATION ROUTING FORM

**STAFF CONTACT INFORMATION**

- NAME: Brianna Greenlaw
- DEPARTMENT: Public Works
- PHONE: 530-542-6042
- DATE OF SUBMITTAL: 5/7/24

**CONTRACT/ AGREEMENT INFO.**

- NAME: Wildscape Engineering Inc.
- CONTRACTOR/CONSULTANT: Consultant
- START: 9/7/21 END: 9/7/25 OPTION TO RENEW: ☑
- AMOUNT OF CONTRACT: $ Moving budget between tasks

**BUDGET INFORMATION**

ACCOUNT NO.: 301-40051-48020
BUDGET AVAILABLE: yes
FUNDING VERIFIED: yes
GRANT FUNDING? Source USFS Grant Federal? Yes ☑ No ☐

**Type of Contract**

Professional Services Agreement ☑ License ☐ MOU ☐ Lease ☐
Purchase Order ☐ Purchase Agreement ☐ Construction ☐
Revenue Contract ☐ Operation/Concession Agreement ☐ Deed ☐
Maintenance Agreement ☐ Public Works Contract ☐ Vehicle ☐
Motorized Equipment ☐ IT/Electronic Equipment ☐

Brief Description:
This PSA amendment is only to move budget between tasks in order to keep time sensitive project aspects moving to allow for construction in the 2024 season. The original contract (C-106-2021) and amendment 1 (C-028-2023) totals are unchanged by this amendment.

**Does this contract involve the following:** construction, reconstruction, alteration, renovation, improvement, demolition, painting, re-painting, and/or repair work involving any publicly owned, leased, or operated facility?
Yes ☐ No ☑ If **yes**, forward to Public Works for review
***(Public Works Director authorization required)***

Does this contract require special permitting, environmental review, CEQA/NEPA, Planning Dept. review, Commission approval? Yes ☐ No ☑ If yes, forward to Development Services Department for review ***(Director of Developmental Services authorization required)***

| Reviewing Authority | Signature | Date Signed |
|---|---|---|
| Department Head | | |
| Public Works Director *(where applicable)* | Anush Nejad | May 14, 2024 |
| Dev. Services Director *(where applicable)* | | |
| Finance Director | O. Vikkamitova | May 14, 2024 |
| City Attorney | Heather Stroud (May 14, 2024 12:53 PDT) | May 14, 2024 |
| City Manager | Joseph Irvin (May 14, 2024 14:52 PDT) | May 14, 2024 |
| City Clerk | Susan Blankenship (May 14, 2024 15:12 PDT) | May 14, 2024 |

**City Council Meeting Date** ***(over $60K or where applicable)***: _____

# Amendment #2_Wildscape_UBPC_C-086-2024

Final Audit Report 2024-05-14

| | |
|---|---|
| Created: | 2024-05-08 |
| By: | Andra Burnam (aburnam@cityofslt.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA4GqWkmOflfd0NThimu0F-chBo7vbtyEe |

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Signature Date: 2024-05-14 - 9:52:12 PM GMT - Time Source: server

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2024-05-14 - 9:52:14 PM GMT

Email viewed by Susan Blankenship (sblankenship@cityofslt.us)
2024-05-14 - 10:11:49 PM GMT

Document e-signed by Susan Blankenship (sblankenship@cityofslt.us)
Signature Date: 2024-05-14 - 10:12:56 PM GMT - Time Source: server

Agreement completed.
2024-05-14 - 10:12:56 PM GMT

**City of South Lake Tahoe**
**Amendment No. 2 to Bijou Park Creek Watershed Restoration Project, Phase 2 Engineering Services Professional Services Agreement with Wildscape Engineering, Inc. (C-106-2021)**

The Professional Services Agreement entered into on September 7, 2021, between the City of South Lake Tahoe, a municipal corporation ("CITY") and Wildscape Engineering, Inc. ("CONSULTANT") is hereby amended as set forth below.

The Contract is hereby revised to add the following,

1. Scope of Services. In addition to the Scope of Services specified within the original Professional Services Agreement, dated September 7, 2021, to the Professional Services Agreement adds the work described within **Exhibit A, Scope of Services, Budget Augment and Line Item Reassignment** attached hereto and incorporated herein by reference.

2. Compensation. Compensation to be paid to the CONSULTANT, is $54,863.40, as described in **Exhibit A, Scope of Services**. In no case shall CONSULTANT compensation for work completed under this Amendment exceed the amended amount of $538,184.09, without written authorization from the CITY. Payment by the CITY under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the CITY at the time of payment.

   IN WITNESS WHEREOF, the parties have caused this Amendment No. 2 to Professional Services Agreement with Wildscape Engineering to be executed on June 18, 2024.

**CITY OF SOUTH LAKE TAHOE**

By: Cody Bass (Jun 26, 2024 12:04 PDT)
Cody Bass, Mayor

Date: 06/26/2024

**CONSULTANT**

By: Carol Beahan
Carol Beahan, P.E. President,
Wildscape Engineering, Inc.

Date: 07/03/2024

Business License # 006076

**APPROVED AS TO FORM:**

Heather Stroud (Jun 20, 2024 15:56 PDT)
Heather Stroud, City Attorney

**ATTEST:**

Susan Blankenship (Jun 20, 2024 14:52 PDT)
Susan Blankenship, City Clerk

Exhibit A: Scope of Services

**EXHIBIT A: SCOPE OF SERVICES**

Wildscape Engineering, Inc.
(855)816-6593 / (530) 600-1810
www.wildscape-engineering.com

May 31, 2024

Ms. Brianna Greenlaw
Public Works Department
City of South Lake Tahoe
1740 D Street
South Lake Tahoe, CA 96150

**Subject**: **Budget Augment and Line Item Reassignment Request for Bijou Park Creek Phase 2 Restoration Project**

To: Brianna Greenlaw,

The following details our current budget augment request and line item re-assignment for the Bijou Park Creek Phase 2 Restoration Project. Attachment 1 provides the updated cost spreadsheet reflecting the proposed changes.

Existing Task Budget Increases

**Subtask 1.4 Project Management, Outreach, Public Meetings, and Coordination:** Additional management efforts are needed to move the highest priority and funded project, the Rockwood to Blackwood Project, forward to final construction documents and permits. Additional coordination tasks include, but are not limited, to the following:

- Separating the specific project site plans into an individual plan set and technical specifications package.
- New topographic and property boundary surveying of the recently acquired 3707 Blackwood Road parcel where the new storm drain system will outlet.
- Additional potholing effort at 3740 Blackwood Road to determine all lateral connections that will need to be addressed as part of the upgraded storm drain system.
- Additional consultation with TRPA and Lahontan Regional Water Quality Control Board to move the project through an expedited permit process.

An additional 8 hours of Project Management by Wildscape and 6 hours by NTCD to manage the Rockwood to Blackwood project through construction bidding. **Augment Cost: $1,968.00**

**Subtask 2.3 Supplemental Potholing and Repaving to Capture Existing Utilities at all Sites**. An extensive number of project sites had existing utilities that needed to be captured in the Watershed Improvement Project 90% Plans requiring potholing and additional surveying and repaving where potholing had to be done in the paved right-of-way. Wildscape Engineering has already paid the overages in full as follows: to the Contractor, Ferguson Excavating, $5,489.02 largely for their subcontracted paving effort and to the Surveyor, TerraGraphic $1,874.38 for the multiple site surveying of utility markings and depths. Wildscape Engineering did not apply a subcontractor mark up to this cost. ***Augment Cost: $1,440 ($7363.40 Covered under Line Item Reassignment see below)***

**Subtask 2.4 3707 Blackwood Road Property Boundary and Topographic Survey:** Lumos and Associates will conduct a property boundary survey of the 3707 Blackwood Road parcel recently acquired

by the City of South Lake Tahoe in support of the final 100% designs and permitting for Rockwood to Blackwood storm drain outfall and swale which need to clearly designate the boundary between the USDA Forest Service parcel and City owned parcel.

The design engineers under this task augment will incorporate the new topographic/property boundary survey information into the final Rockwood to Blackwood plans and update the outlet swale/grading and revegetation plans to ensure the storm drain discharge reaches Bijou Park Creek SEZ without impacting the adjacent private properties to the northwest and southeast.

**Augment Cost: $594** ***($8,444 covered under Line Item Re-assignment see below)***

**3.3 Bijou Park Creek 2D Hydraulic Model Updates:** The senior water resource engineer will update and run the HEC-RAS 2D hydraulic model incorporating the new outfall designs at 3707 Blackwood Road now that the City has acquired the parcel. The engineer will also update and run proposed conditions at Upper BPC following some design adjustments that were made to ensure effectiveness and stability.

**Augment Cost: $0** ***($5,400 covered under Line Item Re-assignment see below)***

**4.7 Additional Wetland Delineation:** The expanded area south of Shirley was not captured in the original wetland delineation. It is expected to be categorized as SEZ, however for the final NEPA document a wetland delineation needs to be conducted in late May/early June 2024 by the botanist (Julie Etra of WBS**).**

**Augment Cost: $3,580**

**6.4 Additional Permitting:** Provides additional time and effort to consult with the resource agencies in order to expedite the permit process for Rockwood to Blackwood as an individual project and develop separate permit applications for the different project phases including Bijou Park Creek SEZ Enhancement and Bijou Park Creek Watershed Improvement Project.

**Augment Cost: $6,628**

**9.4 Rockwood to Blackwood Additional Potholing/Design Elements:**

Nevada Tahoe Conservation District engineers worked with the City and utility providers to create a potholing exhibit for a subcontractor to collect additional data for the final design and bid package for the Rockwood to Blackwood Drainage Improvement. NTCD will utilize the data collected from the potholing and survey at 3707 Blackwood to prepare a final design for the Rockwood to Blackwood Drainage Project for bid in 2024.

**Augment Cost: $14,600**

<u>New Task Budget</u>

**6.5 Caltrans Technical Reports for Osgood Basin Overflow:** In order to acquire permissions from Caltrans to connect to an existing Caltrans stormwater system and eliminate the need to convey stormwater across Sonora and down Osgood which is extremely challenging due to the minimal slope along this alignment, the design engineers will consult with and develop the required Caltrans technical documents. These include a targeted Hydrology and Hydraulics Study Report per Caltrans guidance to define and demonstrate the feasibility of conveying overflow from the expanded Osgood East basin to an existing outfall pipe that is connected to a Caltrans storm drain system. A Stormwater Data Report will also likely be required and completed under this task.

Wildscape Engineering, Inc.
(855)816-6593 / (530) 600-1810
www.wildscape-engineering.com

**Augment Cost: $4,846**

Line Item Reassignment Replenish

In order to move the Rockwood to Blackwood individual project to bid for construction in 2024 a survey and updated hydraulic model runs of the City acquired parcel (3707 Blackwood Rd) were needed to be expedited and so the City re-assigned Task 10 Bid Assistance and Task 11 Construction Engineering line items in the amounts of $5,949.40 and $15,258 respectively to be applied towards those efforts listed above.

This Task would replenish those two task line items so that the design team can support the City through the bidding and construction phases of the remaining projects.

Task 10 Cost: $5,949.40

Task 10 Cost: $15,258.00

**Table 1. Total New Costs**

| | | | |
|---|---|---|---|
| Subtask 1.4 | Additional Management | $1,968 | |
| Subtask 2.3 | Additional Potholing/Paving | $1,440 | $7,363.40 covered under line item reassignment |
| Subtask 2.4 | Additional Survey | $594 | $8,444 covered under line item reassignment |
| Subtask 3.3 | Additional Hydraulic Modeling | 0 | $5400 covered under line item reassignment. |
| Subtask 4.7 | Additional Wetland Delineation | $3,580 | |
| Subtask 6.4 | Additional Permitting | $6,628 | |
| Subtask 6.5 | New Caltrans technical report effort | $4,846 | |
| Subtask 9.4 | Additional Potholing efforts/designs for Rockwood to Blackwood | $14,600 | |
| Subtask 10 | Replenish borrowed Bid Support line item | $5,949.40 | |
| Subtask 11 | Replenish borrowed Bid Construction Engineering line item | $15,258.00 | |
| **TOTAL** | | **$54,863.40** | |

# ATTACHMENT 1. COST BREAKOUT CHANGES

| Firm | WILDSCAPE ENGINEERING INC | | | | | | | | NTCD | | | | Catalyst Environmental Solutions | | | | Interwest | | | Lynn Barnett &Associates | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Personnel Classification | Project Manager Lead Engineer Carol Beahan, PE/QSD | Civil Engineer | Restoration Ecologist Julie Etra WBS | Senior H&H Engineer Dr. David Thompson, PhD, PE | Geotechnical Engineer Mark Schroeder, PE | CAD/GIS/Field Technician | Landscape Designer | Admin/Report Specialist Jamie Allec | Senior Project Engineer Megan Kelly, P.E. | Senior Staff Engineer | Staff Engineer | Environmental Scientist Domi Fellers | CEQA/NEPA Task Lead Dr. Dan Tormey, Ph.D., P.G. | Permitting/ Compliance Ben Pogue, MPA,PMP,AICP | Senior Scientist 1 | Staff Scientist 2 | Senior Real Estate Agent John Almazan | Interwest Sr Agent | Interwest Tech Support | Lynn Barnett, Appraiser | Ferguson Excavating | TerraGraphic Surveyor | Lumos & Associates | Total Subtask Hours | Labor Cost by Task |
| Hourly Rate | $150.00 | $115.00 | $140.00 | $150.00 | $170.00 | $95.00 | $105.00 | $75.00 | $128.00 | $78.00 | $74.00 | $87.00 | $250.00 | $195.00 | $180.00 | $130.00 | $175.00 | $145.00 | $145.00 | $125.00 | | | | | |
| **Task Description** | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Project Management, Outreach, Public Meetings, and Coordination | | | | | | | | | | | | | | | | | | | | | | | | 457 | **$74,348.50** |
| 1.1 TAC, Public and Client Meeting Continued Coordination and Participation, Project Management. Includes 60% and 90% Design Review meetings with the City and TAC. | **84** | 32 | | | | 8 | | 8 | 36 | | | | 16 | 36 | 16 | | 30 | 30 | | 5 | | | | 337 | $52,939.04 |
| 1.2 Phase 2 Kick Off Meeting | 6 | 6 | | | | | | 2 | 6 | 6 | 6 | | 8 | | | | | | | | | | | 48 | $6,879.12 |
| 1.3 Planning Commission and City Council Meetings | 16 | | | | | | | 4 | 6 | | | | 8 | 16 | 16 | | | | | | | | | 72 | $12,562.34 |
| **1.4 Additional Management for extended project effort** | **8** | | | | | | | | **6** | | | | | | | | | | | | | | | | **$1,968.00** |
| 2. Site Surveying | | | | | | | | | | | | | | | | | | | | | | | | 156 | **$34,022.52** |
| 2.1 Supplemental Survey for Stormdrain Design, Real property and easement acquisitions, and Bijou Park Creek Hydraulic Model Refinement (includes Direct Costs for Insite Land Survey below) | **16** | 24 | | 2 | | **30** | | | 2 | 4 | **26** | | | | | | | | | | | | | 112 | $12,261.12 |
| 2.2 Utility Coordination and Identification - Work cooperatively with utilities to perform potholing of utiliites that cannot be avoided. Includes potholing direct costs listed below. | 4 | 6 | | | | | | | 1 | 15 | 18 | | | | | | | | | | | | | 44 | $3,920.00 |
| **2.3 Potholing Overage (due to amount of surveying and repaving that had to be done to capture all project sites).** | | | | | | | | | **2** | | **16** | | | | | | | | | | **$5,489.02** | **$1,874.38** | | | **$8,803.40** |
| **2.4 3707 Property Boundary Survey (Lumos & Associates) & Incorporation of City Topographic Survey** | **2** | | | | | **2** | | | **2** | | **8** | | | | | | | | | | | | **7700** | | **$9,038.00** |
| 3. Hydrologic and Hyraulic Analysis | | | | | | | | | | | | | | | | | | | | | | | | 197 | **$31,575.26** |
| 3.1 Hydrology and Hydraulics Study for Revised Keller Clean Water Bypass and Wildwood Basin | 6 | 6 | | 2 | | 4 | | | 6 | | 8 | | | | | | | | | | | | | 50 | $6,726.73 |
| 3.2 Updates to PLRM | 2 | | | | | | | | 2 | | | 16 | | | | | | | | | | | | 20 | $1,948.00 |
| 3.3 Bijou Park Creek 2D Hydraulic Model - Set up and run 2D hydraulic model and use results to fine tune desgns. | 12 | 16 | | 48 | | 16 | | | 1 | | | | | | | | | | | | | | | 99 | $13,582.34 |
| **3.3 Bijou Park Creek 2D Hydraulic Model - Update and run new outfall location at Blackwood Road and run proposed conditions at Upper BPC** | | | | **36** | | | | | | | | | | | | | | | | | | | | | **$5,400.00** |
| 3.4 Osgood to Wildwood to Lake Hydraulic Capacity Analysis (New Task) | 2 | 8 | | 8 | | | | | | | | | | | | | | | | | | | | 28 | $3,918.19 |
| 4. Environmental Documents | | | | | | | | | | | | | | | | | | | | | | | | 466 | **$80,216.00** |
| 4.1 Updates to Proposed Project and Alternatives Descriptions (draft and final) for NEPA and CEQA | 6 | 2 | | | | 4 | | | 2 | | | | 2 | 12 | 12 | 12 | | | | | | | | 52 | $8,326.00 |
| 4.2 CEQA Compliance/Addendum | | | | | | | | | | | | | 4 | 32 | 40 | 16 | | | | | | | | 92 | $16,520.00 |
| 4.3 Tribal Notification Letter and Section 106 Letters | 2 | | | | | 8 | | | | | | | | 16 | | | | | | | | | | 26 | $4,180.00 |
| 4.4 Baseline Cultural Assessment and Report | 2 | | | | | | | | | | | | 2 | 12 | 80 | | | | | | | | | 96 | $17,540.00 |
| 4.5 JD/Wetlands Survey, Botanical Inventory and Invasive Plant Study, Report and Monitoring Plan | 2 | | 140 | | | | | | | | | | 2 | 4 | 16 | 12 | | | | | | | | 176 | $25,620.00 |
| 4.6 NEPA CatEx Support | 2 | | | | | | | 2 | | | | | 4 | 8 | 8 | | | | | | | | | 24 | $4,450.00 |
| **4.7 Additional wetland delination for area south of Shirley.** | | | **24.5** | | | | | **2** | | | | | | | | | | | | | | | | | **$3,580.00** |
| 5. License Agreements, Special Use Permits and Real Propertry Acquisitions | | | | | | | | | | | | | | | | | | | | | | | | 507 | **$73,989.00** |
| 5.1 License Agreements and Special Use Permits | **40** | | | | | | | | **0** | **0** | **0** | | | | | | | | | | | | | 40 | $6,000.00 |
| 5.2 TRPA Land Capability Verification | 8 | | | | | | | | 8 | 8 | 16 | | | | | | | | | | | | | | $4,032.00 |
| 5.3 Appraisals | 4 | | | | | | | | 20 | | 12 | | | | | | | | | 90 | | | | 126 | $15,298.00 |
| 5.4 Acquistion: Includes 1 Full Acquisition and 2 Partial Acquisitions | 2 | | | | | | | | 2 | | | | | | | | | 140 | | | | | | 144 | $20,856.00 |
| 5.5 Title, Escrow, and Closing (incl support) | 2 | | | | | | | | 12 | | 8 | | | | | | | 135 | 40 | | | | | 197 | $27,803.00 |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. Permitting | | | | | | | | | | | | | | | | | | | | | | | | 188 | **$38,758.00** |
| 6.1 TRPA Permit | 4 | | | | | | | | 2 | 2 | 8 | | | | | | | | | | | | | 16 | $1,604.00 |
| 6.2 404/401/1600 permitting, including aquatic resources delineation (1 day site visit and report) | 16 | 16 | | | | | | | | | | | 16 | 16 | 24 | 40 | | | | | | | | 128 | $20,880.00 |
| 6.3 Stormwater Pollution Prevention Plan (SWPPP) | 4 | 24 | | | | 12 | | 4 | | | | | | | | | | | | | | | | 44 | $4,800.00 |
| **6.4 Additional permitting needs, splitting projects into separate phases.** | **24** | **16** | | | | **4** | | | **4** | | **4** | | | | | | | | | | | | | | **$6,628.00** |
| **6.5 Caltrans Technical Reports for Osgood Basin Overflow** | **8** | **20** | | **6** | | **2** | | | **2** | | | | | | | | | | | | | | | | **$4,846.00** |
| 7. 60% Design Level PS&E Documents and Draft Design Report | | | | | | | | | | | | | | | | | | | | | | | | 659 | **$75,944.43** |
| 7.1 60% Plans and Technical Specifications | **64** | 36 | | 8 | 8 | **64** | | | **16** | 16 | **64** | | | | | | | | | | | | | 307 | $36,461.17 |
| 7.2 60% Landscaping and Revegetation PS&E | 4 | | 36 | | | 10 | 16 | | 2 | | 4 | | | | | | | | | | | | | 72 | $8,822.00 |
| 7.3 Draft Project Design Report | 24 | 32 | | | 4 | 28 | | | 12 | 24 | 48 | | | | | | | | | | | | | 182 | $19,520.14 |
| 7.4 NEPA/CEQA Mitigation Design Requirements | 4 | | | | | 6 | | | 4 | | | | | | | | | | | | | | | 14 | $1,682.00 |
| 7.5 Plan Proof Field Visit | 8 | 8 | | | | | | | 4 | 4 | 8 | | | | | | | | | | | | | 40 | $4,995.12 |
| 7.6 60% Engineer's Estimate | 4 | 16 | | | | | | | 4 | 8 | 12 | | | | | | | | | | | | | 44 | $4,464.00 |
| 8. 90% PS&E | | | | | | | | | | | | | | | | | | | | | | | | 294 | **$32,504.38** |
| 8.1 90% Plans and Technical Specifications | 34 | 40 | 8 | | | 36 | 4 | 2 | 8 | 24 | 48 | | | | | | | | | | | | | 214 | $23,314.38 |
| 8.2 90% Design Report | 16 | 16 | | | 2 | | | 4 | 4 | 4 | 8 | | | | | | | | | | | | | 54 | $6,296.00 |
| 8.3 90% Engineer's Estimate | 4 | 12 | | | | | | | 3 | 3 | 4 | | | | | | | | | | | | | 26 | $2,894.00 |
| 9. 100% Bid Documents | | | | | | | | | | | | | | | | | | | | | | | | 226 | **$39,146.00** |
| 9.1 100% Admin Plans and Specifications | 24 | 36 | | | | 24 | | 2 | 16 | 16 | 24 | | | | | | | | | | | | | 142 | $15,242.00 |
| 9.2 100% Engineer's Estimate | 4 | 8 | | | | | | | 2 | 4 | 4 | | | | | | | | | | | | | 22 | $2,384.00 |
| 9.3 100% Final PS&E | 16 | 16 | | | | 16 | | | 2 | 4 | 8 | | | | | | | | | | | | | 62 | $6,920.00 |
| **9.4 Rockwood to Blackwood Additional Potholing/Design Elements** | **4** | | | | | | | | **40** | | **120** | | | | | | | | | | | | | | **$14,600.00** |
| 10. Bid Assistance | | | | | | | | | | | | | | | | | | | | | | | | | $6,772.00 |
| 10.1 Provide responses to bidder's questions | 16 | 8 | 4 | | 4 | | | | 4 | 8 | 4 | | | 4 | | | | | | | | | | 52 | $6,772.00 |
| 11. Construction Engineering (CE) | | | | | | | | | | | | | | | | | | | | | | | | | $15,258.00 |
| 11.1 Respond to RFIs and COs. | 16 | 8 | 4 | | | | | 2 | 2 | 6 | 4 | | | | | | | | | | | | | 42 | $5,050.00 |
| 11.2 Submittal Review and Response | 24 | 24 | 4 | | | 16 | | | 2 | 8 | 12 | | | | | | | | | | | | | 90 | $10,208.00 |
| **LABOR TOTALS** | **550** | **436** | **220.5** | **110** | **18** | **290** | **20** | **32** | **247** | **164** | **502** | **16** | **62** | **156** | **212** | **80** | **30** | **305** | **40** | **95** | | | | **6027** | |
| **TOTAL TASKS** | | | | | | | | | | | | | | | | | | | | | | | | | **$502,534.09** |
| Supplemental Survey of Bijou Park Creek (RTK/Total Station Rental Costs) | | | | | | | | | | | | | | | | | | | | | | | | | $1,200.00 |
| **Phase 1 Environmental Site Assesment - A&M Environmental Services** | | | | | | | | | | | | | | | | | | | | | | | | | **$2,300.00** |
| **~~Insite Land Surveys~~ - TerraGraphic Survyor: Supplemental Surveying for All Project Sites, Property Boundary and Easement Surveying for up to three parcels** | | | | | | | | | | | | | | | | | | | | | | | | | **$15,000.00** |
| NHC PCSWMM Model Updates | | | | | | | | | | | | | | | | | | | | | | | | | $1,000.00 |
| Potholing Contractor ($4,000/day for up to 3 days) | | | | | | | | | | | | | | | | | | | | | | | | | $12,000.00 |
| Cultural Records Search/Map Production | | | | | | | | | | | | | | | | | | | | | | | | | $750.00 |
| Mileage/Travel Tasks 8-15 | | | | | | | | | | | | | | | | | | | | | | | | | $3,000.00 |
| Report & Plan Production Costs | | | | | | | | | | | | | | | | | | | | | | | | | $400.00 |
| **DIRECT COST TOTALS** | | | | | | | | | | | | | | | | | | | | | | | | | **$35,650.00** |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| **TOTAL COSTS** | | | | | | | | | | | | | | | | | | | | | | | | | **$538,184.09** |

# C-136-2024 Wildscape Engineering

Final Audit Report 2024-07-03

| | |
|---|---|
| Created: | 2024-06-20 |
| By: | Michelle Davis (medavis@cityofslt.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAdX2k3s8cllbtCmjEJOe2P2ECoC63T4Cy |

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Agreement completed.
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**City of South Lake Tahoe**
**Amendment No. 3 to Bijou Park Creek Watershed Restoration Project, Phase 2 Engineering Services Professional Services Agreement with Wildscape Engineering, Inc. (C-106-2021)**

The Professional Services Agreement entered into on September 7, 2021, between the City of South Lake Tahoe, a municipal corporation ("CITY") and Wildscape Engineering, Inc. ("CONSULTANT") is hereby amended as set forth below.

The Contract is hereby revised to add the following,

1. Scope of Services. In addition to the Scope of Services specified within the original Professional Services Agreement, dated September 7, 2021, to the Professional Services Agreement adds the work described within attached **Exhibit, Scope for Construction Engineering and Support Services on the Rockwood to Blackwood Drainage Improvement Project,** attached hereto and incorporated herein by reference.

2. Compensation. Compensation to be paid to the CONSULTANT, is $17,074.42, as described in **Exhibit, Scope for Construction Engineering and Support Services on the Rockwood to Blackwood Drainage Improvement Project**. In no case shall CONSULTANT compensation for work completed under this Amendment exceed the amended amount of $555,258.51, without written authorization from the CITY. Payment by the CITY under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the CITY at the time of payment.

   IN WITNESS WHEREOF, the parties have caused this Amendment No. 3 to Professional Services Agreement with Wildscape Engineering to be executed on January 14, 2025.

**CITY OF SOUTH LAKE TAHOE**

By: _____
Tamara Wallace, Mayor

Date: _____

**CONSULTANT**

By: _____
Carol Beahan, P.E. President,
Wildscape Engineering, Inc.

Date: _____

Business License # 006076

**APPROVED AS TO FORM:**

_____
Heather Stroud, City Attorney

**ATTEST:**

_____
Susan Blankenship, City Clerk

Exhibit: Scope for Construction Engineering and Support Services on the Rockwood to Blackwood Drainage Improvement Project

WILDSCAPE
ENGINEERING

Civil and Restoration Design Services
www.wildscape-engineering.com
(530) 600-1810

December 23, 2024

Brianna Greenlaw
Project Manager
City of South Lake Tahoe
1052 Tata Lane
South Lake Tahoe, CA 96150

**Re: Scope for Construction Engineering and Support Services on the Rockwood to Blackwood Drainage Improvement Project**

The following is our proposed scope for Construction Engineering and Support Services on the Rockwood to Blackwood Drainage Improvement Project scheduled for construction in 2025 for a total not to exceed cost of $17,074.42. For the detailed cost breakdown see Table 1 on page 3.

## Construction Engineering and Support Services Scope

Task 1 Project Management

1.1 Project Management and Coordination: Understanding that it will be critical to provide timely and accurate responses to keep construction moving, the Project manager will manage timelines and communications and coordinate with the City and design engineers to prevent any delays in construction. This task also includes time for invoicing and related administrative efforts.

Task 2 Construction Engineering

2.1 Respond to Request for Information and Change Orders: Design engineers will review Requests for Information and provide draft responses within an agreed upon time frame for City review in order to prevent any delays to construction and will discuss all Change Order requests with the City Project Manager in order to protect the City's interests. and final formal responses incorporating any City input. Assumes up to 20 RFIs and COs combined.

2.2 Submittal Review and Response This task provides time to review Contractor submittals, shop drawings and material samples and provide draft and final responses in coordination with the City Project Manager. The formal response template will be provided to the City for review and acceptance and will cover a range of responses likely including "Reviewed No Exceptions Taken", "Provide Additional Information", Make Noted Corrections and Resubmit".

2.3 Respond to Field Fit Changes: The Design Engineer to meet with Contractor and City Project Manager or Inspector on site to assess new information or challenges in the field during construction and provide modifications to designs if and when needed. Assumes up to 5 site visits to address field fit change needs working with the Contractor and the City Project Manager or Inspector and time to incorporate those changes into plan revisions.

*Deliverables:*

- Draft and City Approved Responses to RFIs and CO Requests and Contractor Submittals
- Revisions to Plans if necessary

Please contact me if you have questions or need additional information. We look forward to continuing to support the City of South Lake Tahoe on this important project.

Sincerely,

Carol J. Beahan

Carol Beahan, PE, QSD, President
carol@wildscape-engineering.com
(530) 600-1810 / (415) 517-1375 cell

## Table 1. Construction Engineering and Support Services Cost Breakout

| Firm | WILDSCAPE ENGINEERING INC | | | | | NTCD | | | |
|---|---|---|---|---|---|---|---|---|---|
| Personnel Classification<br>Hourly Rate<br>**Task Description** | Project Manager Carol Beahan, PE/QSD<br>$180.30 | Civil Engineer Brooke Ahmed<br>$141.00 | Restoration Ecologist Julie Etra WBS<br>$150.00 | CAD/QSP Field Technician John Alexander<br>$102.25 | Admin/Report Specialist Jamie Allec<br>$94.50 | Senior Project Engineer Megan Kelly, P.E.<br>$165.00 | Staff Engineer<br>$115.00 | Total Task Hours | Labor Cost by Task |
| **1. Project Management and Coordination** | | | | | | | | | **$4,285.50** |
| 1.1 Project Management and Coordination: Project manager will manage formal responses, timelines and communications and coordinate with the City and design team to ensure that responses to RFIs, COs and Submittals are provided in a timely manner to prevent any delays in construction. This task also includes time for invoicing and related administrative efforts. | 15 | | | | 8 | 5 | | 28 | $4,285.50 |
| **2. Construction Engineering (CE)** | | | | | | | | | **$12,698.00** |
| 2.1 Respond to RFIs and COs. Design engineers will review Requests for Information and Change Orders and provide draft responses for City review and final formal responses incorporating any City input. Assumes up to 20 RFIs and COs combined. | | | | | | 5 | 20 | 25 | $3,125.00 |
| 2.2 Submittal Review and Response: Assumes review and response to up to 25 submittals. Design engineers will review and provide draft responses for the City's review in a timely manner and incorporate City comment as needed to produce a final formal response to submittals. Also includes time for the restoration specialist to review and provide responses to revegetation related RFIs, field fit changes and submittals. | | | 4 | | | 5 | 25 | 34 | $4,300.00 |
| 2.3 Respond to Field Fit Changes:Design Engineer to meet with Contractor and City Project Manager or Inspector on site to assess new information or challenges in the field during construction and provide modifications to designs if and when needed. Assumes up to 5 site visits to address field fit change needs working with the Contractor and the City Project Manager or Inspector and time to incorporate those changes into plan revisions. | | 4 | 4 | 4 | | 5 | 25 | 42 | $5,273.00 |
| **LABOR TOTALS** | **15** | **4** | **8** | **4** | **8** | **20** | **70** | **129** | |
| **TOTAL TASKS** | | | | | | | | | **$16,983.50** |
| Mileage | | | | | | | | | $50.92 |
| Report & Plan Production Costs | | | | | | | | | $40.00 |
| **DIRECT COST TOTALS** | | | | | | | | | **$90.92** |
| | | | | | | | | | |
| **TOTAL COSTS** | | | | | | | | | **$17,074.42** |

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**6

**Agenda Item:** Transfer of Unclaimed Check Funds

**Executive Summary:** Staff recommends that City Council pass the resolution authorizing transfer of unclaimed check funds from their respective fund(s) to the General Fund pursuant to California Government Code sections 50050 through 50057. Revenue in 100-01951-36212 Unclaimed Funds account will increase by $555.78.

**Requested Action / Suggested Motions:** Pass a Resolution authorizing the transfer of unclaimed check funds from their respective fund(s) to the General Fund pursuant to California Government Code sections 50050 through 50057.

**Responsible Staff Member:** Akemi Nishimura, Accountant I

**Reviewed and Approved By:** Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

01-Staff Reports-Transfer of Unclaimed Check Funds.docx
02-Resolution-Transfer of Unclaimed Check Funds.docx

# City of South Lake Tahoe
Report to **City Council**

**Meeting Date:** January 14, 2025

**Title:** Transfer of Unclaimed Check Funds

**Location:** Citywide

**Responsible Staff Member:** Akemi Nishimura, Accountant I

**Background:** On August 3, 2010 the City Council adopted the Unclaimed Checks Policy that was subsequently amended in July 2015, to establish a process to take possession of long-standing unclaimed checks. This policy is required by State Law and was recommended by the City's independent auditors.

Section 50055 of the California Government Code allows for unclaimed checks of less than fifteen (15) dollars, which remained unclaimed for a period of one (1) year to be transferred from the funds which the money was originally drawn from by the City Council to the General Fund without the necessity of publication of a notice in a newspaper.

Section 50050 of the California Government Code allows for unclaimed checks held over three (3) years in a special fund to be transferred to the general fund after notice is published and checks are not claimed, or no verified complaint is filed and served.

**Issue and Discussion:** Notice was published twice in the Tahoe Daily Tribune on November 8, 2024 and November 15, 2024, as required by section 50050 of the California Government Code for the notification of the unclaimed checks. All claims received before December 23rd, a date not less than forty-five days after the first publication of the notice, were verified and processed as per sections 50051 and 50052 that describes the publication requirements and the claiming process by a party of interest.

Checks on the attached resolution remain outstanding and unclaimed and meet the criteria of sections 50050 and 50055 of the California Government Code that allows the City Council to transfer these funds from their respective funds to the General Fund.

There is no acceptable alternative. Leaving these unclaimed checks on the books as outstanding ties up City funds unnecessarily.

**Financial Implications:** Revenue in 100-01951-36212 Unclaimed Funds account will increase by $555.78.

**Environmental Considerations:** The proposed action is not a "project" subject to review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(b)(4) (creation of government funding mechanisms or government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment).

**Policy Implications:** Consistent with City's Financial Policies.

# Resolution 2025-XXX

**Adopted by the City of South Lake Tahoe**
**City Council**

**January 14, 2025**

## Authorizing the Transfer of Unclaimed Check Funds from their Respective Fund(s) to the General Fund Pursuant to California Government Code Sections 50050 Through 50057

**BACKGROUND**

A. The checks in Section 1 on the attached list have been outstanding and unclaimed for more than three years and the City has provided public notice as required in California Government Code Sections 50050 and 50051 in addition to following the City's Unclaimed Check Policy.

B. The checks in Section 2 on the attached list are less than fifteen (15) dollars each and have been outstanding and unclaimed for a period of one year.

C. The City adopts this resolution in accordance with California Government Code sections 50050 through 50057.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED**, that the City Council of the City of South Lake Tahoe:

1. Declares the unclaimed checks on the attached list in the total amount of $555.78 as the property of the City of South Lake Tahoe and authorizes and directs the Director of Finance to transfer the funds in those unclaimed checks from their respective funds to the General Fund's non-departmental revenue account.

Adopted by the City of South Lake Tahoe City Council on January 14, 2025 by the following vote:
Yes:
No:
Absent:
Abstain:

_____ Date:_____

Tamara Wallace, Mayor

Attest:

_____

Susan Blankenship, City Clerk

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*

# Attachment 1

## Outstanding and Unclaimed Checks List (2024)

***Section 1***

Checks from 10/01/2020 through 09/30/2021 outstanding for over 3 years and unclaimed - All Funds

| Check Number | Payee ID | Payee Name | Check Date | Check Amount | Fund Type |
|---|---|---|---|---|---|
| 272850 | 12761 | MATT WHITLEY | 10/19/2020 | 240.00 | General |
| 274792 | 12965 | CHAMPLIN ELECTRIC | 4/28/2021 | 217.96 | General |
| 275344 | 02880 | MASTER MEDICAL EQUIPMENT | 7/1/2021 | 90.00 | General |
| | | | **TOTAL $** | **547.96** | |

***Section 2***

Checks from 10/01/2022 through 09/30/2023 less than $15.00 and outstanding for over 1 year - All Funds

| Check Number | Payee ID | Payee Name | Check Date | Check Amount | Fund Type |
|---|---|---|---|---|---|
| 283393 | 13563 | VANESSA AMOR | 8/10/2023 | 7.82 | General |
| | | | **TOTAL $** | **7.82** | |
| | | | **GRAND TOTAL $** | **555.78** | |

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**7

**Agenda Item:** Application for Caltrans Sustainable Transportation Planning Grant for Stateline Avenue Complete Streets Project

**Executive Summary:** The City is pursuing a Complete Streets Plan for Stateline Avenue to provide improved safety for multi-modal access from U.S. Highway 50 and the Heavenly Village tourist core to Lakeshore Boulevard as envisioned in the Mainstreet Management Plan and Tourist Core Area Plan. The Sustainable Transportation Planning Grant Program is focused on supporting efforts to create safe and reliable multi-modal transportation systems that serve all people and provides environmental benefits.

**Requested Action / Suggested Motions:** Pass a Resolution authorizing the Director of Public Works (or designee) to submit a grant application to the California Department of Transportation (Caltrans) for a planning grant in the amount of $289,000 for stakeholder outreach and planning up to 30% design for a complete streets project on Stateline Avenue.

**Responsible Staff Member:** Emily Dougherty, Engineering Technician, and Andra Burnam, Office Manager

**Reviewed and Approved By:** Anush Nejad, Director of Public Works Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

01-Staff Report- Stateline Avenue Complete Streets.docx
02-Resolution - Stateline Complete Streets.docx
03-Project Map.pdf

# City of South Lake Tahoe
Report to **City Council**

## Meeting Date: January 14, 2025

**Title: Caltrans Sustainable Transportation Planning Grant Application for Stateline Avenue Complete Streets Project**

**Location:** Stateline Area: Generally, the area from U.S. Highway 50 north to Lakeshore Boulevard, bounded by Park Avenue to the west and Stateline Avenue to the east, see Attachment 03–Stateline Avenue Complete Streets Map.

**Responsible Staff Member:** Emily Dougherty, Engineering Technician, and Andra Burnam, Office Manager

**Background:** The Caltrans Sustainable Transportation Planning Grant Program released a call for applications in October 2024, with a grant application deadline of January 22, 2025. The Sustainable Transportation Planning Grant Program was created to provide a safe and reliable transportation network that serves all people and respects the environment. California Senate Bill 1 (SB1) is a transportation funding bill that provides funding to maintain and integrate the State's multi-modal transportation system.

SB 1 grant funding is intended to support the implementation of the Regional Transportation Plan (RTP), Sustainable Communities Strategy (SCS) and ultimately achieve the State's Greenhouse Gas (GHG) reduction targets. The purpose of the Sustainable Transportation Planning Grant Program is to support eligible planning projects that directly benefit the multi-modal transportation system and also improve public health, social equity, environmental justice, the environment, and provide other important community benefits. The grant is focused on funding Complete Street plans that include community and stakeholder outreach to improve the connectivity of the multimodal transportation network. At this time, the grant is not available to be used for environmental review required under the National Environmental Policy Act (NEPA) or the California Environmental Quality Act (CEQA), nor is it intended for the development of detailed engineering plans past the 30% conceptual design stage.

On August 23, 2022, City Council appropriated $100,000 for the initiation of the Stateline Avenue Complete Streets Project as part of the City's adopted Capital Improvement Program.

On September 12, 2023, the City Council adopted an ordinance to allow the Residential Parking Permit Program (RPPP) in the City of South Lake Tahoe (Ordinance 2023-1178). In 2024, the RPPP was approved for the residential areas in Lakeside Area, including Hill Road, Sunrise Lane, Greenwood Road and Azure Avenue.

On June 18, 2024, the City Council adopted Resolution 2024-066 for the reallocation of funds ($152,829) from the Linear Park Bike Path Project to the Stateline Avenue Complete Streets Project and approved a Professional Services Agreement between Lumos & Associates and the City for planning and design feasibility for the Stateline Avenue Complete Streets Project. The scope of

work authorized under this Resolution includes public outreach and agency coordination, constraints analysis, development of conceptual alternatives, and a circulation/parking demand study.

**Issue and Discussion:** The 2009 Drainage Master Plan identified the longstanding flooding issues at Lakeshore Avenue and Park Avenue as needing a regional drainage facility that could include pedestrian and bike paths. This project was originally intended to be funded through the installation of parking meters at Lakeshore Avenue, but this financial approach to developing and implementing drainage solutions in the area has proved to be challenging. The drainage issues, right of way constraints, parking and lack of streetscape improvements in the area continue to be a barrier to providing a safe and connected network for active mobility for pedestrians, bicyclist and others in this heavily used area within the tourist commercial core. The erodible road shoulders have the potential to impair the clarity of Lake Tahoe and should be addressed under the Lake Tahoe Total Maximum Daily Load (TMDL) requirements.

There is a notable and widespread lack of pedestrian and cyclist access between US 50 and Lakeshore that potentially create conflicts between various mobility options in this area. Parking is often unstructured, and many areas are bare dirt, creating erosion and sediment issues along with safety and mobility challenges within the area. Underground drainage systems need to be updated, along with water supply and fire flow infrastructure services provided by Lakeside Park Mutual Water Company and Southwest Gas for pressurized gas lines. Many hotels in the area rely on head-in street parking within the public right-of-way, which is often grandfathered in and is required to meet City minimum parking standards. These parking patterns pose a significant design and acquisition challenge to developing multimodal connectivity solutions for pedestrians, cyclists, and micro-mobility (electric scooter) users, along with the horse-drawn carriages and relatively new shuttles operating in the area.

A conceptual design process will require considerable stakeholder outreach to develop solutions that can accommodate the needs of existing tourism and hotel businesses, residents, and all types of mobility mode users. The Mainstreet Management Plan, 2022 Strategic Advance Workshop, Active Transportation Plan, and recently adopted CIP budget provide support for developing multimodal connectivity solutions in this area, in conjunction with underground utility and drainage upgrades to ensure streetscape improvements have long-term function and durability. The main goal of this grant application is to consider connectivity, access and Active Transportation options for the entire area.





| | |
|---|---|
| *Unimproved road shoulder on Park Avenue, generating sediment in runoff* | *Lack of drainage contributing to pavement degradation at Lakeshore Blvd./Park Ave.* |

| | |
|---|---|
|  |  |
| *Pedestrians walking around parked cars and in the roadway along Park Avenue* | *Pedestrians walking in the roadway during winter on Stateline Avenue* |

**Financial Implications:** During the adoption of the Capital Improvement Plan (CIP) budget on August 23, 2022, the City Council allocated $100,000 for the planning and design of a Complete Streets project for the Stateline Avenue Area. Resolution Number 2024-066 authorized a transfer of $152,189 from the Linear Park Bike Path project to Stateline Complete Streets.

This Sustainable Transportation Planning Grant Program is an opportunity to access additional grant funds of $289,000 to develop conceptual plans, hold community and stakeholder meetings, develop drainage plans, plan for water supply and fire flow replacements in coordination with Lakeside Park Water District and other utility providers and define planned multimodal connectivity improvements for the area that include provisions for drainage, sediment reduction and streetscape improvements within the Stateline Avenue.

Staff is recommending a grant application for $289,000, which includes matching funds of 11.47%, $33,148 to reach 30% design and conceptual level. Other grant funds will be needed to advance the project through environmental, final design and implementation process. Caltrans Sustainable Transportation Planning Grant does not provide funding for these efforts.

**Environmental Considerations:** The authorization to pursue a grant application for planning and design of a Complete Streets plan is Statutorily Exempt from CEQA under section 15262 (Feasibility and Planning Studies) and Categorically Exempt under section 15305, Class 6 (Information Collection).

**Policy Implications:** Initiating a grant to fund the necessary community outreach, technical analysis and development of a Complete Streets conceptual plan to connect the Heavenly Village Tourist core to the Lakeside/Stateline area north of U.S. Highway 50 will provide a path to implement improvements for all types of multi-modal transportation in a manner that is safe and accessible to all. Including drainage and water quality needs in the plans will assist with meeting the sediment and nutrient reductions mandated by the Lake Tahoe Total Maximum Daily Load (TMDL) program. Fulfilling mandated TMDL reduction goals will assist with maximizing residential housing allocations under TRPA Code section 50.5.2.E.2 (Distribution and Administration of Residential Allocations –

TMDL Implementation). The Project advances the City Council Strategic Priorities and Goals, specifically:

- **Action Item 1.4 (Transportation)** to prioritize implementation of mixed-use recreational trails and Class 1 bike trails and closing gaps in the bicycle trail system.
- **Action Item 2.3 (Connectivity)** to facilitate implementation of trail infrastructure prioritizing the connection of bicycle and walking trails.
- **Action Item 5.3 (Infrastructure and Maintenance)** by actively seeking funding to develop sustainable infrastructure projects, based on the prioritized capital improvement project list.

The project will also provide greenhouse gas reduction benefits, providing progress on Action #WB-1 of the 2020 Climate Action Plan: Improve bicycle and pedestrian networks.

# Resolution 2025-XXX

**Adopted by the City of South Lake Tahoe**
**City Council**

**January 14, 2025**

## Authorization to Apply for Caltrans Sustainable Transportation Planning Grant Program for Stateline Complete Streets Project

**BACKGROUND**

A. The City of South Lake Tahoe is eligible to receive federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation.

B. A Restricted Grant Agreement would be needed to be executed with the California Department of Transportation before such funds can be reimbursed through the Transportation Planning Grant Program.

C. The grant acceptance authorization, request to delegate authorization to execute the Restricted Grant Agreement and any amendments thereto, and request for budget appropriations, including a match of $33,148 will be brought to the City Council upon notification of a grant award.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED**, that the City Council of the City of South Lake Tahoe:

1. Authorizes the Public Works Director, or designee, to submit a grant application; and execute all Restricted Grant Agreements and any amendments thereto with the California Department of Transportation.
2. Commits to the matching funds in the total amount of $33,148, if the grant is awarded.

Adopted by the City of South Lake Tahoe City Council on January 14, 2025, by the following vote:
Yes:
No:
Absent:
Abstain:

_____ Date:_____
Tamara Wallace, Mayor

Attest:

_____
Susan Blankenship, City Clerk

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*




CITY OF SOUTH LAKE TAHOE

# Project Area Vicinity Map

0 200 400 600 800
Feet

Path: \\gis\share\Projects\PublicWorks\CompleteStreets\CompleteStreets.aprx | Stateline RFP Vicinity Map | 2/27/20

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**8

**Agenda Item:** Vision Zero Action Plan

**Executive Summary:** Across the United States, towns and cities are committing to Vision Zero which is a comprehensive strategy to reduce and eventually eliminate crashes that result in fatalities and severe injuries through a data-driven approach that ensures safety for all road users. The City Council adopted the Vision Zero Policy by Resolution in September 2024 committing the City to the overarching goals and policies of Vision Zero (City Council Resolution 2024-108) to show the Cityâ€™s leadership and commitment to the development of this Action Plan. With the adoption of a Resolution by the City Council, the development of the Vision Zero Action Plan commits the City to a fundamental shift in how traffic safety is approached and includes achievable countermeasures and solutions. The draft Vision Zero Action Plan is now ready for discussion and feedback from the City Council for incorporation of any final comments and suggestions prior to adoption.

**Requested Action / Suggested Motions:** Pass a Motion either: (1) adopting the Vision Zero Action Plan; or (2) directing staff to make changes to the proposed Vision Zero Action Plan to incorporate into the final Vision Zero Action Plan for adoption at a future City Council meeting.

**Responsible Staff Member:** Emily Dougherty, Engineering Technician

**Reviewed and Approved By:** Anush Nejad, Director of Public Works Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

01-Staff_Report-Vision_Zero_Action_Plan.docx
02 Vision Zero Action Plan_Draft.pdf
03 VZAP Presentation.pptx

# City of South Lake Tahoe
Report to **City Council**

## Meeting Date: January 14, 2025

**Title:** Vision Zero Action Plan

**Location:** Citywide

**Responsible Staff Member:** Emily Dougherty, Engineering Technician

**Background:** The purpose of the Safe Streets and Roads for All (SS4A) grant program is to enhance roadway and transportation safety and significantly reduce or eliminate fatalities and serious injuries through the development and implementation of a safety action plan(s) serving the needs of all roadway users including pedestrians, bicyclists, public transportation passengers, motorists, personal conveyance, micro-mobility users and commercial vehicle operators. The City of South Lake Tahoe's Vision Zero Action Plan (VZAP) application was selected for funding, and the grant agreement with the U.S. Department of Transportation (USDOT) and the Federal Highway Administration (FHWA) was executed on June 20, 2023, in accordance with City Council Resolution 2022-115, appointing the Public Works Director as agent to execute all agreement and documentation associated with the grant. The City's Vision Zero Action plan follows the TRPA Vision Zero Action plan that was adopted recently for the Tahoe Basin.

**Issue and Discussion:** The SS4A program provides funding for two types of grants: Action Plan Grants (for comprehensive safety action plans) and Implementation Grants. Action Plan Grants are used to develop, complete, or supplement a comprehensive safety action plan. An Action Plan is the foundation of the SS4A grant program and is required to obtain future implementation funding. The goal of a Vision Zero Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a locality, Tribe, or region.

Staff has worked with various City departments and related agencies to set up a Task Force and has held two public meetings for community feedback on the development of the Vision Zero Action Plan. The City Council adopted the Vision Zero Policy by Resolution in September 2024 committing the City to the overarching goals and policies of the Vision Zero Action Plan (City Council Resolution 2024-108) to show the City's leadership and commitment to the development of this Action Plan, which is a requirement of the SS4A Grant Program. Staff has also provided a presentation to the Parks and Recreation Commission regarding the Vision Zero goals and has received input from the Commission.

This Action Plan builds upon the momentum already created, intending to increase the number of completed projects and decrease the number of fatalities and severe injuries. The Vision Zero Action Plan lists new projects based on evolving needs and information as well as completed projects and progress made to date related to traffic safety that will continue to be addressed. The project team has developed a set of crucial steps to serve as a strategic pathway towards

achieving Vision Zero with short-term, medium-term, and long-term completion goals. Each step is assigned a specific timeline and performance metric to track and evaluate progress as Vision Zero necessitates structured action while allowing for a practical approach with incremental improvements over time. The actions outlined in this Action Plan will undergo continuous evaluation and refinement, with successful execution dependent on funding availability.

Three examples of the proposed Vision Zero Projects and Implementation Actions include:

- A Citywide Sign Inventory, Retro-reflectivity, and Upgrade Project
- Development of a Complete Streets Policy and Design Standards
- Development and Maintenance of an Active Transportation Plan (Pedestrian/Bicyclist and non-motorized vehicle).

The Vision Zero Action Plan will be treated as a dynamic, living document. A thorough evaluation of the effectiveness of implemented strategies will be essential for informing future updates and engaging key stakeholders through the Task Force and public outreach efforts will be crucial to gathering feedback and identifying areas for improvement or modification.

Based on Council decision, the Council can either adopt the plan as presented or direct staff to incorporate any comments and finalize the Draft Vision Zero Action Plan (Attachment 02) and bring back to the Council at the next available meeting for final adoption.

**Financial Implications:** With an adopted Vision Zero Action Plan, the City will be eligible to apply for funding from a variety of sources including federal and state grants to support safety improvements. As noted in City Council Resolution 2022-115, a total of $250,000 ($200,000 in grant funds, and $50,000 in match) was loaded into account number 301-50049 specific to the Vision Zero Action Plan Development.

The neighborhood calming, ADA compliance and other active transportation and safety improvement project CIP accounts already funded will enable to City to pursue the goals of the Vision Zero Action Plan, with grants being pursued to continually work toward the objectives of the Vision Zero Policy Resolution 2024-108. The Vision Zero Action Plan commits the City to pursue proactive safety upgrades, including funding for future implantation projects, with emphasis on grant funding for these projects.

**Environmental Considerations:** This action is Statutorily Exempt under CEQA Guidelines section 15262 for Feasibility and Planning Studies.

**Policy Implications:** The Vision Zero Action Plan is identified in the 2023-2028 Strategic Plan Update under Goal 4.2 Action Item 3 (Capitalize on grant funding and development projects to enhance city infrastructure projects that improve the quality of life, recreational experience, and climate resiliency for residents and visitors). Adoption of the Vision Zero Resolution and development of the Action Plan will focus on obtaining grant funding to complete the actions included in the Vision Zero Plan. The proposed action also directly supports Goal 5.5 (Fiscal Sustainability and Resiliency) through a successful grant application and project management to supplement local public funds**.** It would also improve City's chances of obtaining additional SS4A grants.

# SOUTH LAKE TAHOE VISION ZERO ACTION PLAN




January 2025

Prepared for:
City of South Lake Tahoe
Submitted on: April XX, 2025

TJKM

CITY OF SOUTH LAKE TAHOE




**Design & Layout by TJKM Transportation Consultants**

**Photographs provided by City of South Lake Tahoe and TJKM Transportation Consultants**

**4305 Hacienda Dr. # 550,**

**Pleasanton, CA 94588**

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Every month, at least one person is killed or severely injured on the streets of South Lake Tahoe. Recognizing the urgent need for change, the City Council took decisive action on September 24, 2024, by adopting a resolution that declared South Lake Tahoe a "Vision Zero City." This resolution marked a commitment to eliminate severe traffic injuries and fatalities by 2035. The City Council directed staff to develop a Vision Zero Action Plan, empowered the City Manager to take the necessary steps to achieve these goals, and designated the Task Force to provide recommendations on this initiative.

This Vision Zero Action Plan (VZAP) was developed to help South Lake Tahoe reach this ambitious target. Using historical crash data, the VZAP identifies the factors contributing to severe injuries and fatalities and proposes proven safety measures and projects to address these issues through a Safe System approach. Vision Zero operates on the principle that traffic crashes are not simply "accidents" but are preventable incidents that must be systematically addressed.

With this initiative, the City and its partners are committed to collaborating on a comprehensive, data-driven process to make streets safer and reduce the number of severe traffic incidents to zero. The Vision Zero approach emphasizes proactive and systemic improvements, going beyond individual problem spots to create a safer, more sustainable transportation environment.

Achieving this ambitious goal requires a multidisciplinary effort, with stakeholders coming together to assess data in new ways and prioritize resources—both financial and human—to enhance transportation safety throughout South Lake Tahoe.



**This report is dedicated to the**
**17 people who lost their lives**
**in City of South Lake Tahoe**
**from 2014 to 2023.**
**Their loss reminds us that every life is precious and inspires us all to continue our efforts toward the vision of zero traffic deaths.**

# ACKNOWLEDGMENTS

South Lake Tahoe's Vision Zero Action Plan (VZAP) is the culmination of the collaborative efforts of a diverse group of stakeholders committed to ensuring that no person loses their life or suffers from a severe injury on our roadways. We acknowledge the active contributions of task force members and community members during the development of this Action Plan and towards the City's other efforts to create safer streets and neighborhoods. We thank the City of South Lake Tahoe staff and the Vision Zero Task Force Members for guiding the Vision Zero planning. Your input and feedback have been essential in aligning this action plan to the aspirations and needs of residents of South Lake Tahoe.

Note: Throughout this plan, reference to the "City" refers to the South Lake Tahoe government.

### *City Staff*

**Anush A. Nejad**, P.E., Director of Public Works
**Jason Burke**, Complete Street Program Manager
**Emily Dougherty**, Engineering Technician

### *Council Members*

**Tamara Wallace, Mayor**
**Cody Bass**
**Scott Robbins**
**David Jinkens**
**Keith Roberts**

### *Task Force Members*

**Mike Shami** P.E, PMP, Safety Operations, California Division, Federal Highway Administration
**Mary Bokova**, Traffic Safety Engineers, Office of Safety Programs/Caltrans
**Robert Peterson**, Office Chief, Office of Federal Programs/Caltrans
**Angie Reagan**, Representative, Access Tahoe
**Lt. Scott Crivelli**, Lieutenant, Police Department
**Sean Colt**, Coordinator for Risk and Safety, Lake Tahoe Unified School District
**Antonio Benitez**, Director of College Promise, Lake Tahoe Community College
**Laura Salinas**, Director of Equity, Lake Tahoe Community College
**Karen Goldberg**, Director, South Lake Tahoe Family Resource Center
**Carre Chapman**, Program Manager, Tahoe Coalition for the Homeless
**Father Joseph Sebastian**, St. Theresa's Church
**Jim Drennan**, Fire Chief, South Lake Tahoe Fire Rescue
**Anna Kashuba**, Assistant Planner, Development Services, City of South Lake Tahoe
**Rachel Shaw**, Associate Transportation Planner, Tahoe Regional Planning Agency
**Kira Smith**, Senior Transportation Planner, Tahoe Regional Planning Agency
**Nick Speal**, Board Member, Bicycle Advisory Committee
**Amanda Milici**, Board Member, Lake Tahoe Bicycle Coalition
**Hilary Roverud**, Assistant City Manager, City of South Lake Tahoe
**Ruta Jariwala**, Principal Planner, TKJM

### *TJKM Staff*

Ruta Jariwala, Project Manager
Himangi Mutha, Transportation Planner

### *Prepared by:*

Ruta Jariwala, PE,TE
Professional Civil Engineer &
Project Manager, TJKM Inc.

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# APPENDICES


Appendix A: Goals and Policies of Existing Planning Documents
Appendix B: Public Comments with Map Input Data
Appendix C: Crash Data & Analysis
Appendix D: Countermeasure Tool Box
Appendix E: Safety Projects

# GLOSSARY

**ACS -** American Community Survey: A U.S. Census survey that helps local officials, community leaders, and businesses understand the changes taking place in their communities.

**ADT –** Average Daily Traffic: Refers to vehicle traffic volumes.

**ATP –** Active Transportation Plan.

**BCR –** Benefit-Cost Ratio: Indicator used to quantify project benefits about project costs.

**CIP –** Capital Improvement Plan.

**Crash Data –** Information collected about crashes, including location, time, causes, and outcomes, is used to identify patterns and improve safety measures.

**Crash Severity –** Defined as the intensity of crashes typically in the following categories: killed, severe injury, other visible injury, complaint of pain, and property damage only (PDO). These are terms used in the report to address injury crashes.

**Complete Streets –** Streets designed and operated to enable safe, attractive, and comfortable access and travel for all users, including pedestrians, bicyclists, motorists, and transit riders of all ages and abilities.

**CRF –** Crash Reduction Factor: The percentage of the expected effect of a countermeasure or safety project to decrease crashes.

**Driver Behavior –** Actions and reactions of drivers, which can impact road safety, such as speeding, distracted driving, or driving under the influence.

**EMS –** Emergency Medical Services.

**FHWA –** Federal Highway Administration: The federal agency responsible for managing the nation's highway system, including bridges and tunnels.

**First Harmful Event –** First event that resulted in injury, fatality, or property damage during a traffic collision.

**High-Injury Network (HIN) -** A network of streets identified through crash data analysis as having the highest concentration of severe and killed traffic injuries.

**KSI –** Killed and Severe Injury crashes. Killed and severe injuries are similar to fatal and severe injury crashes.

**NHTSA –** National Highway Traffic Safety Administration

# GLOSSARY

**Pedestrian Safety –** Measures and design elements aimed at protecting pedestrians from traffic-related injuries and fatalities.

**Primary Contributing Factor –** Defined as contributing causes of crashes.

**RRFB -** Rectangular Rapid Flashing Beacon.

**Safe Routes to School (SRTS) –** Programs and infrastructure improvements designed to make it safer and easier for children to walk and bike to school.

**Traffic Fatality –** A death resulting from injuries sustained in a motor vehicle crash.

**Traffic Enforcement –** Actions taken by law enforcement to ensure compliance with traffic laws, including issuing citations for speeding, running red lights, or other violations.

**TMPO -** Tahoe Metropolitan Planning Organization

**TRPA -** Tahoe Regional Planning Agency

**Vision Zero –** A strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, and equitable mobility for all.

**Walkability –** The measure of how friendly an area is to walking, considering factors such as the presence of sidewalks, safety, and accessibility of destinations.

**Zero Traffic Deaths –** The ultimate goal of Vision Zero initiatives, is to eliminate fatalities caused by traffic crashes.


Stateline
STOP
STOP

# VISION ZERO POLICY RESOLUTION

**Resolution 2024-106**

**Adopted by the City of South Lake Tahoe City Council**

**September 24, 2024**

**Establishing a Vision Zero Policy Toward Zero Traffic Deaths and Severe Injuries by 2035**

**BACKGROUND**

A. According to data from the National Highway Traffic Safety Administration (NHTSA), each year, approximately 40,000 people are killed in traffic collisions in the United States.

B. In a study comparing 19 peer nations, the Center for Disease Control and Prevention found that the United States has the highest traffic death rate per person.

C. From 2014 to 2023, 17 people died (17 crashes), 52 people (49 crashes) suffered severe life-changing injuries, and an additional 158 people (127 crashes) suffered visible injuries on the City of South Tahoe's operated streets and State Routes.

D. From 2014 to 2023, 47 bicycle-related injury crashes occurred (19 on city streets, 28 on state routes), out of which 13 were Killed or Severe Injury (KSI) crashes (6 on City streets, 7 on State Routes).

E. From 2014 to 2023, 45 pedestrian-related injury crashes occurred (16 on City Streets, 29 on State Routes), out of which 16 were KSI crashes (5 on City streets, 11 on State Routes).

F. From 2014 to 2023, 32 percent (29 crashes) of total pedestrian and bicycle crashes (92 crashes) resulted in people killed or seriously injured.

G. From 2014 to 2023, the most common primary collision factor for crashes where people were killed or seriously injured was due to driving under the influence followed by automobile right of way for City Streets while for State Routes pedestrian violation is the topmost factor followed by driving under the influence.

H. Vision Zero is a public health-based traffic safety strategy to reduce and eventually eliminate traffic deaths and serious injuries using a data-driven multi-disciplinary and safe systems approach that also increases safe, healthy equitable mobility for all.

I. Vision Zero recognizes that while human error will always occur, a combination of engineering, education, and enforcement measures can reduce collisions and can prevent collisions from causing death or severe injuries.

J. One death or serious injury on City streets is one too many and City and departmental leadership are dedicated to strategies that aim to reduce and eliminate deaths and serious injuries on City streets.

# VISION ZERO POLICY RESOLUTION

c. Adopt and proactively encourage the application of the Federal Highway Administration's list of Proven Safety Countermeasures and Safe Systems Approach.
d. Revise design criteria for new roadways and existing roadways to achieve a Desired Operating Speed approach for the context, that are sustainable and self-enforcing or self-encouraging, that are reflective of the current and anticipated future state of the practice for context sensitive, people-centric designs that are to human scale and recognizes desire lines between people-centric origins and destinations, and assert context-sensitive people-centric judgement over numerical warrants.
e. Review laws, ordinances, rules, policies, procedures, and regulations for conflictive or contrary language and provide remedy through administrative, collaborative, or legislative action.
f. Develop and maintain effective partnerships with other agencies, entities, organizations, community groups, and stakeholders to further the goals of, support, and advocate for Vision Zero.
g. Establish a continued safety task force comprised of City officials, key staff, and members of the community dedicated to implementing and monitoring the City's Vision Zero Plan.
h. Provide for ongoing evaluation and performance measurements and present to Council on a regular basis a report on the initial and ongoing status of achieving the goal of zero fatal and serious injury crashes by the year 2035.
i. Advocate and support public transit capacity as a means to reduce vehicle traffic.

Adopted by the City of South Lake Tahoe City Council on September 24, 2024 by the following vote:

Yes: Bass, Wallace, Creegan, Robbins, Middlebrook

Cody Bass (Oct 3, 2024 09:40 PDT)

Date: 10/3/2024

Cody Bass, Mayor

Attest:

Susan Blankenship (Sep 26, 2024 13:13 PDT)

Susan Blankenship, City Clerk

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*

# VISION ZERO TASK FORCE

The development of the South Lake Tahoe Vision Zero Action Plan has been a collaborative endeavor, benefiting greatly from the involvement of a diverse group of stakeholders. It would not be as robust or reflective of community needs without the participation of a wide range of stakeholders.

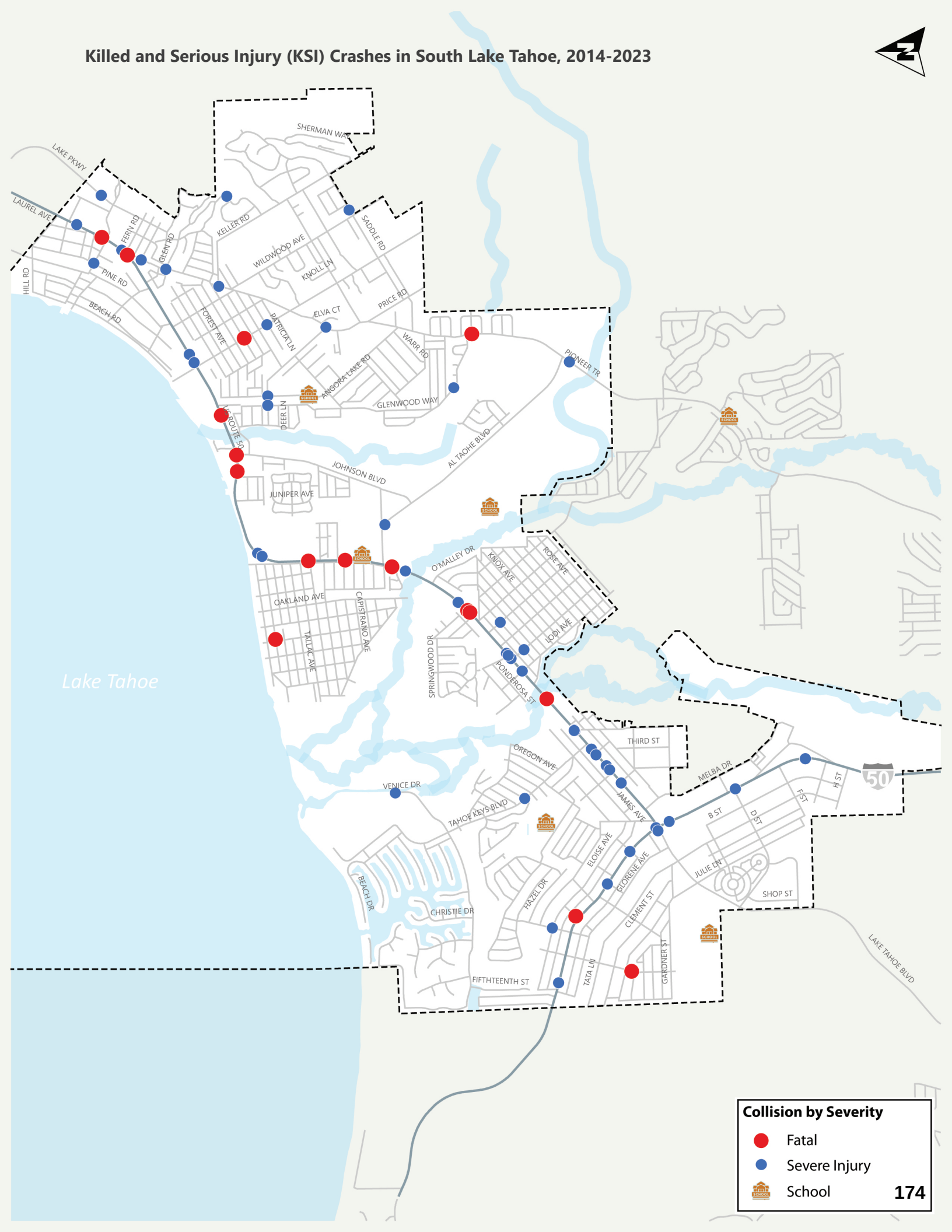
As part of the City's Vision Zero initiative, a multidisciplinary Task Force was convened to incorporate the unique perspectives of a variety of stakeholders and guide the development of the Action Plan. The active participation of community members in virtual and in-person community meetings was crucial in ensuring the plan's comprehensiveness and responsiveness to the community's needs. We extend our heartfelt appreciation to these individuals for their invaluable input, which has played a vital role in successfully creating the South Lake Tahoe Vision Zero Action Plan. We would also like to express our gratitude to the City's staff and other stakeholders for their contributions throughout this process. Their feedback has been instrumental in aligning the plan with local priorities, policies, and existing programs.

Task Force members including local government agencies and partner organizations, such as:

- City of South Lake Tahoe
- Development Services
- Police Department
- South Lake Tahoe Fire Rescue
- Bicycle Advisory Committee (BAC)
- Lake Tahoe Unified School District (LTUSD)
- Lake Tahoe Community College (LTCC)
- Tahoe Regional Planning Agency
- Lake Tahoe Bicycle Coalition
- Access Tahoe
- Tahoe Coalition for the Homeless
- Office of Safety Programs/Caltrans
- Office of Federal Programs/Caltrans

# LETTER FROM THE MAYOR & CITY MANAGER

# Killed and Serious Injury (KSI) Crashes in South Lake Tahoe, 2014-2023



# SAFE STREETS FOR ALL ACTION PLAN REQUIREMENTS

Safe Streets for All (SS4A) is a discretionary program established through the Bipartisan Infrastructure Law, which appropriated $5 billion in funding between 2022 through 2026. The SS4A program supports planning, demonstration activities, and implementing projects and strategies to eliminate fatalities and severe injuries on our roadways. This Vision Zero Action Plan (VZAP) outlines South Lake Tahoe's approach and actions toward this objective. The City will seek SS4A funding for demonstration and implementation projects and strategies identified in this plan that were developed after careful consideration of crash data, public inputs, equity, and existing policies. The Action Plan lays the foundation for the Vision Zero Task Force, a partnership between departments and agencies responsible for safety on South Lake Tahoe's roadways, that will monitor and guide the implementation of Vision Zero activities. The following table lists how this plan meets the SS4A requirements for an Vision Zero Action Plan.

| Action Plan Components | Page Number | Section |
|---|---|---|
| Leadership Commitment & Goal Setting | Page 28 & 29 | • Vision Statement<br>• Setting up a Task Force Team |
| Planning Structure | Page 53 & 62 | • Community Engagement<br>• Data Collection & Analysis |
| Safety Analysis | Page 62 & 70 | • Data-Driven Approach<br>• Collision Profiles |
| Engagement and Collaboration | Page 53 | • Community Engagement |
| Policy and Process Changes | Page 103, 118, 120, 125, 127 & 129 | • Action Plan<br>• Transportation Technology<br>• Educational Programs<br>• Traffic Enforcement Program<br>• Vision Zero |
| Strategy and Project Selections | Page 103 & 108 | • Action Plan<br>• Implementable Actions |
| Progress and Transparency | Page 53, 57, 58 & 108 | • Project Website<br>• Regular Task Force Meetings/Project Timeline<br>• Monitoring Implementation |
| Action Plan Adoption Date | Page 9 | • To be adopted by April, 2025 |

# A CALL TO ACTION TO MAKE SOUTH LAKE TAHOE'S STREETS SAFER

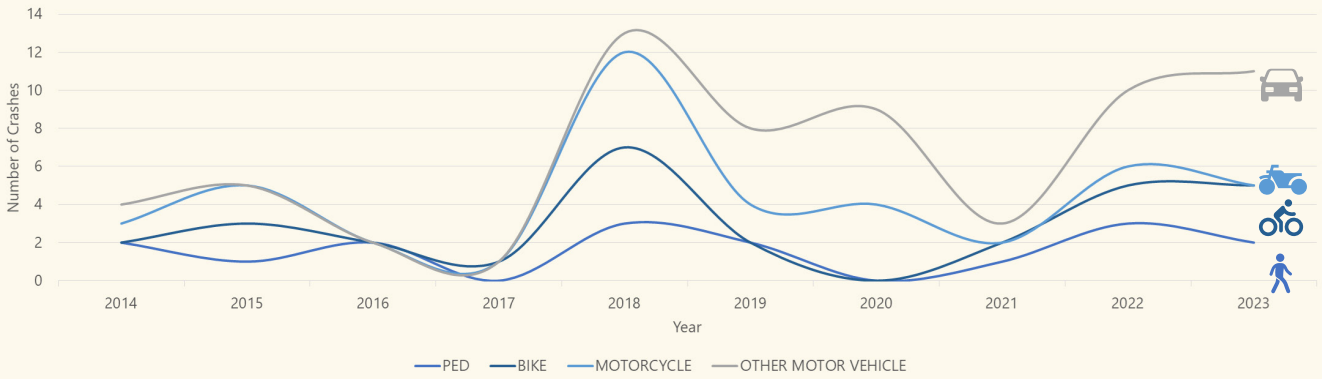
**Between 2014 and 2023, the percentage of pedestrians involved in traffic crashes that led to fatality was 53%.**

Between 2014 and 2023, 17 people lost their lives and 49 people were severely injured on South Lake Tahoe streets. Nearly half of those crashes involved people either biking or walking. This includes residents from all neighborhoods in South Lake Tahoe and visitors alike. These injuries resulted in a tragic personal loss for family and friends and significantly impacted the South Lake Tahoe community.

During 2014 and 2023, KSI (Killed or Seriously Injured) crashes showed moderate fluctuations, with notable peaks in 2018 and 2022. Crashes involving pedestrians and cyclists spiked in 2018, which saw three pedestrian and four bicycle KSI crashes. While overall KSI crashes decreased during the COVID pandemic in 2020 and 2022, they are now returning to pre-pandemic levels. It is crucial for the City to take action to protect all road users, particularly the most vulnerable. The City's transportation planning efforts have made progress, but more still needs to be done to address safety in South Lake Tahoe.

In 2022, City staff acknowledged the ongoing need for safety investments and pledged to support Vision Zero through a dedicated plan aimed at the total elimination of traffic fatalities across all transportation modes. On September 24, 2024, the City Council adopted the Vision Zero Policy, committing to reduce killed and serious injury crashes to zero by 2035.

**KSI Crashes by Mode, 2014-2023 - City Streets and State Routes**




Crashes by Mode, 2014-2023

# ABOUT VISION ZERO

## WHAT IS VISION ZERO?

**VISION ZERO IS A STRATEGY TO ELIMINATE ALL TRAFFIC FATALITIES AND SEVERE INJURIES WHILE INCREASING SAFE, HEALTHY, AND EQUITABLE MOBILITY.**



Vision Zero is a heartfelt belief that no one should be killed or severely injured while traveling along, across, or around our streets and roadways. In thinking about our own family and circle of friends, we would not want any of them to be seriously injured or killed; and so the only acceptable value is zero. Recognizing that everyone is someone's friend or family member, the idea that no one should be severely injured or killed can, and should, be extended to everyone who travels.

### VISION ZERO IS A SIGNIFICANT DEPARTURE FROM THE STATUS QUO IN SEVERAL WAYS:

Vision Zero acknowledges that traffic deaths and serious injuries are preventable, and it sets a goal of eliminating them in an established time frame with clear, measurable strategies.

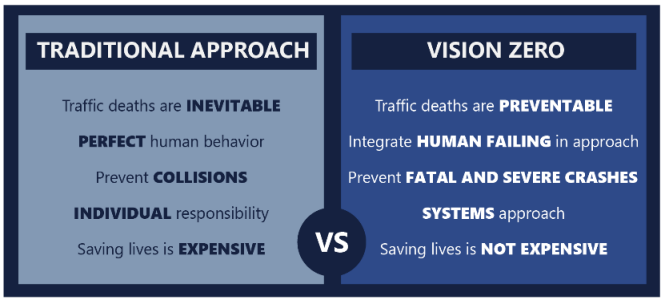
Vision Zero starts with the ethical belief that everyone has the right to move safely in their communities. Everyone must consider it in its entirety to achieve a safe transportation system.

Vision Zero believes that safe transportation systems and related policies should be designed to prevent those inevitable mistakes from resulting in life-altering injuries or deaths.

Vision Zero is a multidisciplinary approach that brings together diverse stakeholders to address the complex traffic safety problem.

Vision Zero Action Plan (VZAP) acknowledges that many factors contribute to safe mobility – including roadway design, speed, enforcement, behavior change, technology, and policies – and sets clear strategies to achieve the shared goal of zero fatalities and serious injuries.

This is a fundamental shift from a traditional approach to traffic safety that accepts the loss of life as inevitable and unpreventable. Vision Zero requires a comprehensive approach to achieve safe roads, speeds, vehicles, road users, and post-crash care.

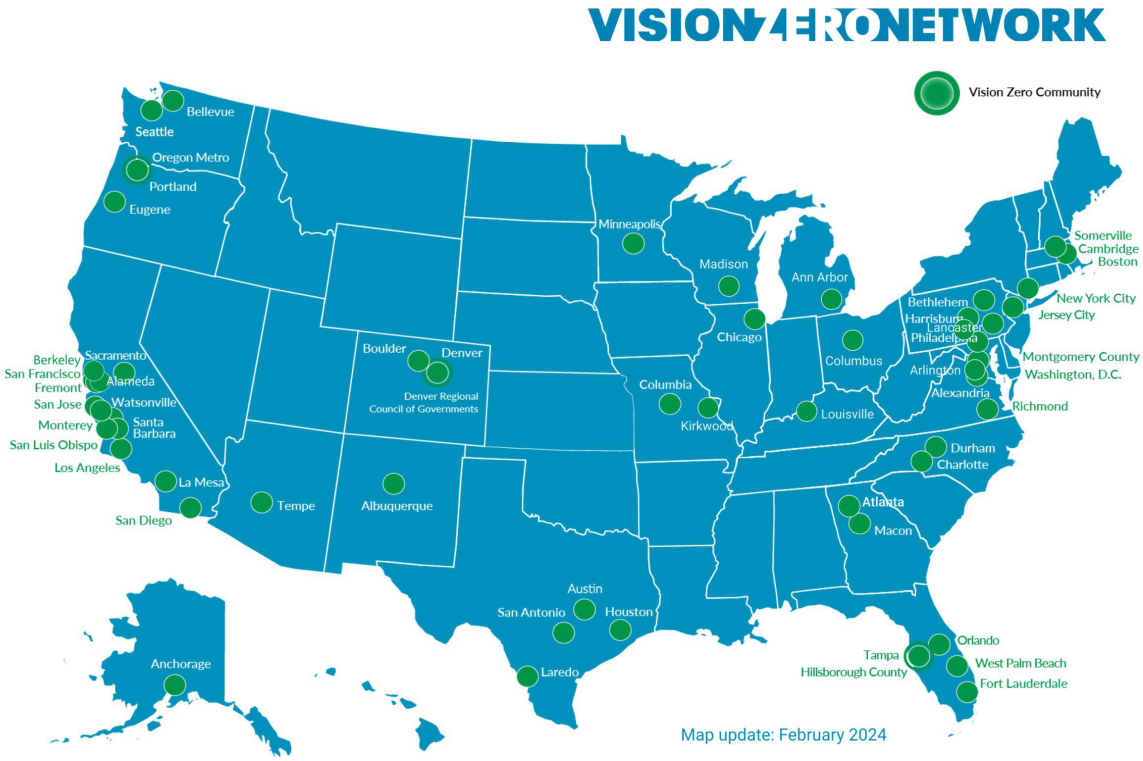




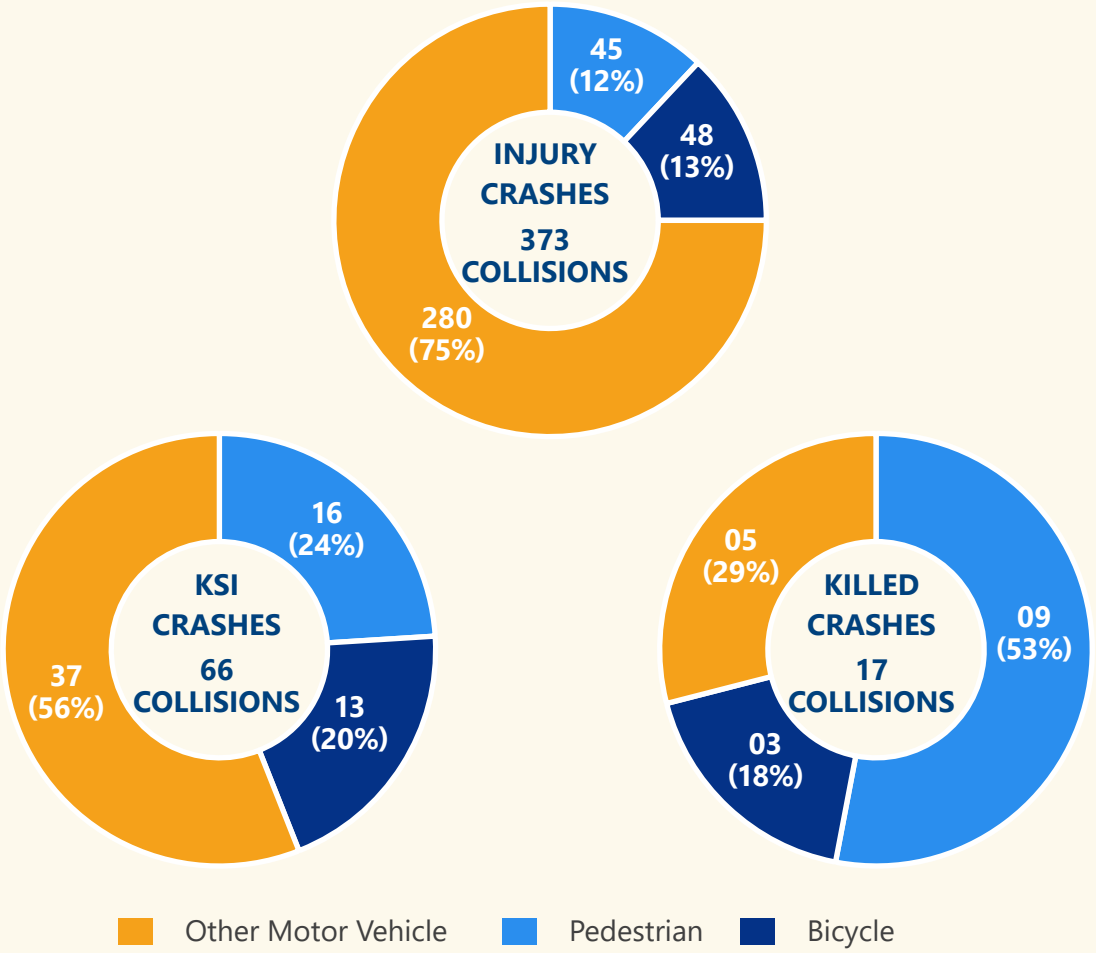


Vision Zero began in Sweden in 1997 when the country's Parliament adopted a national transportation policy that "the long-term goal of traffic safety is that nobody shall be killed or seriously injured as a consequence of traffic crashes." Since 2014, Vision Zero has been building momentum in the United States. Starting with New York, Vision Zero policies have spread across American cities, adopted in places like Chicago, Seattle, San Francisco, and Los Angeles. As of November 2020, the Vision Zero approach has been adopted by about 50 American cities. The figure below shows a map of Vision Zero Communities in the country that have adopted Vision Zero.

**Cities that have adopted Vision Zero (Source: Vision Zero Network)**

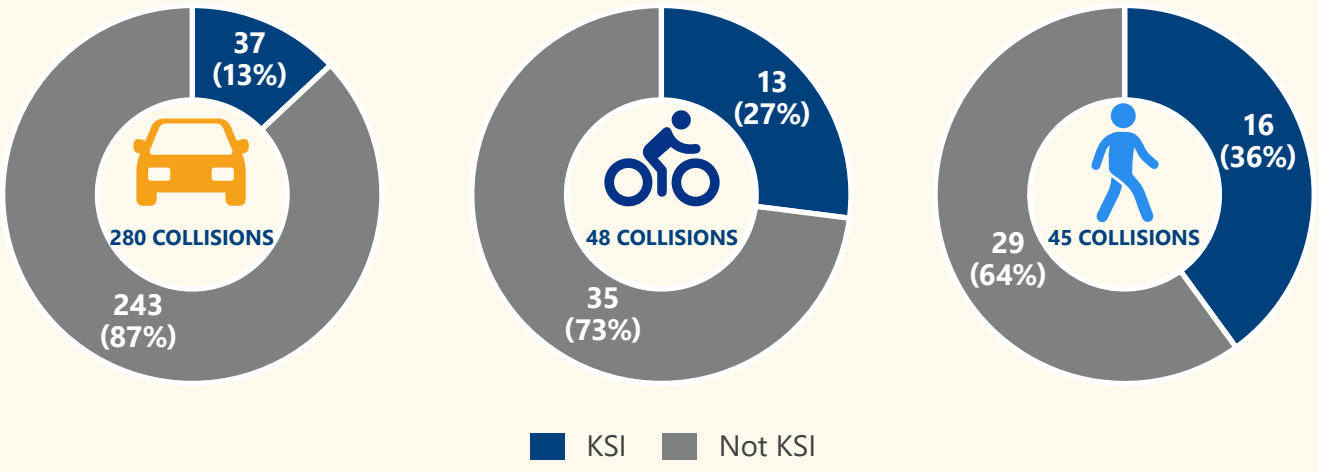


## CRASHES BY MODE ON STATE ROUTES AND CITY STREETS




*Note: The percentages on the pie charts above corresponds to the graph on page 24.*

## SHARE OF VICTIM WHO WERE KILLED OR SERIOUSLY INJURED BY MODE




*Note: Motorcycle KSI crashes=15, Bicycle KSI crashes=13, Pedestrian KSI crashes=16*


RAM
8VFN767

# INCORPORATING SAFE SYSTEM APPROACH

Reaching zero deaths requires implementating a Safe System approach, founded on the principles that humans make mistakes and that human bodies have limited ability to tolerate crash impacts. In a Safe System, those mistakes should never lead to death. Applying the Safe System approach involves anticipating human mistakes by designing and managing road infrastructure to keep the risk of a mistake low. When a mistake leads to a crash, the impact on the human body does not result in a fatality or serious injury. Road design and management should encourage safe speeds and manipulate appropriate crash angles to reduce injury severity.

Six principles form the basis of the Safe System approach:

- Deaths and serious injuries are unacceptable.
- Humans make mistakes.
- Humans are vulnerable.
- Responsibility is shared.
- Safety is proactive.
- Redundancy is crucial.




**The Safe System approach requires a supporting safety culture that places safety first and foremost in road system investment decisions. To achieve the vision of zero deaths, everyone must accept that fatal and severe injury crashes are unacceptable and preventable.**

Committing zero traffic deaths means addressing all aspects of safety through the following five Safe System elements that, together, create a holistic approach with layers of protection for road users:

- **SAFE ROAD USERS -** The Safe System approach addresses the safety of all road users, including those who walk, bike, drive, ride transit, and travel by other modes.
- **SAFE VEHICLES -** Vehicles are designed and regulated to minimize the occurrence and severity of crashes using safety measures that incorporate the latest technology.

- **SAFE SPEEDS -** Humans are unlikely to survive high-speed crashes. Reducing speeds can accommodate human injury tolerances in three ways: reducing impact forces, providing additional time for drivers to stop, and improving visibility.
- **SAFE ROADS -** Designing to accommodate human mistakes and injury tolerances can significantly reduce the severity of crashes that do occur. Examples include physically separating people traveling at different speeds, providing dedicated times for different users to move through a space, and alerting users to hazards and other road users.
- **POST-CRASH CARE -** When a person is injured in a crash, they rely on emergency first responders to quickly locate them, stabilize their injury, and transport them to medical facilities. Post-crash care also includes forensic analysis at the crash site, traffic incident management, and other activities. It can also include healthcare providers sharing anonymous emergency response data about crash victims that may not have been reported to law enforcement with local agencies that can help better identify crash trends, audiences for focused community engagement, or social needs like car seats and bicycle helmets.

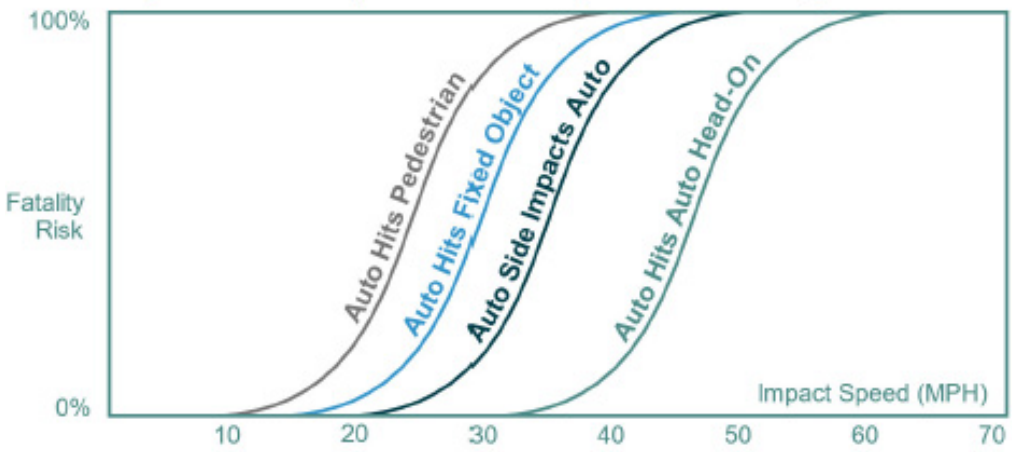

SPEED
LIMIT
40
RADAR
ENFORCED
EAST

# WHY DO WE NEED VISION ZERO?

In 2021, the estimated population of South Lake Tahoe was 21,3551. From 2000 to 2021, the United States road network experienced an average of approximately 34,877 fatalities per year, equivalent to 1.63 times the population of South Lake Tahoe. Several thousands of additional crashes occur that lead to life-altering conditions for many Americans. We as a society have become accustomed to this tragedy and consider these horrific events inevitable side effects of our modern life. We call them "accidents", which is defined as "an unfortunate incident that happens unexpectedly and unintentionally, typically resulting in damage or injury" or "an event that happens by chance or that is without apparent or deliberate cause." The term also implies that no one is at fault or to blame, but the event may have been caused by unrecognized or unaddressed risks.

The more appropriate term to use is "crash" or "collision," which is the physical and violent interaction between an object moving at speed and another object, whether moving or stationary. It is an event of the laws of physics, and the human body is not designed to withstand the forces of crashes. Unfortunately we have excellent data from emergency rooms regarding the trauma that crash victims suffer and the likelihood of a person surviving the crash, given the speed of the crash.

**Speed vs. Probability of the Crash Resulting in a Death (Source: FHWA. Adopted from graphic created by Australian Roads and Traffic Authority of New South Wales)**



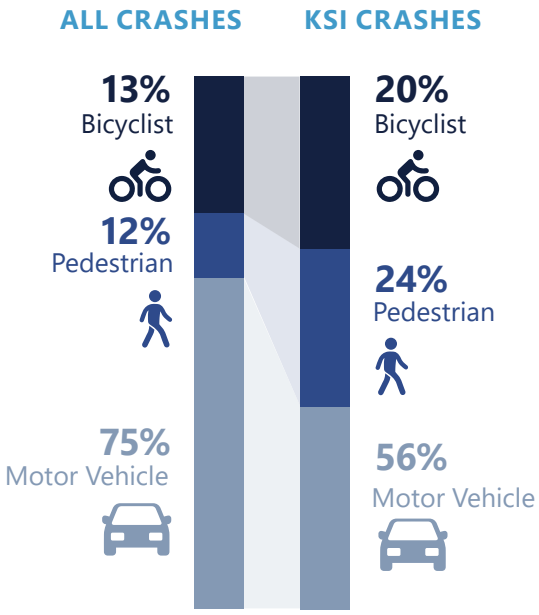

The significant loss of life exacts a tragic toll, extending beyond personal loss to profound community impacts, including personal economic costs and emotional trauma to those suffering, and significant taxpayer spending on emergency response and long-term healthcare costs. Because so many fear for their safety on our streets, there is no true freedom of mobility, and, as a result, we compromise our public health with increasing rates of sedentary diseases and higher carbon emissions.

In recent years, there has been a growing recognition that crashes are not just accidents but preventable incidents. South Lake Tahoe is rightfully concerned about the safety of all roadway users, with vulnerable users (such as pedestrians and cyclists) representing 25 percent (92 crashes) of total involvement and 44 percent (29 crashes) of those resulting in fatality or severe injury crashes.

[1] US Census Quick Facts – South Lake Tahoe City, California. https://datausa.io/profile/geo/south-lake-tahoe-ca?redirect=true#:~:text=In%202021%2C%20South%20Lake%20Tahoe,%2457%2C976%2C%20a%209.66%25%20increase

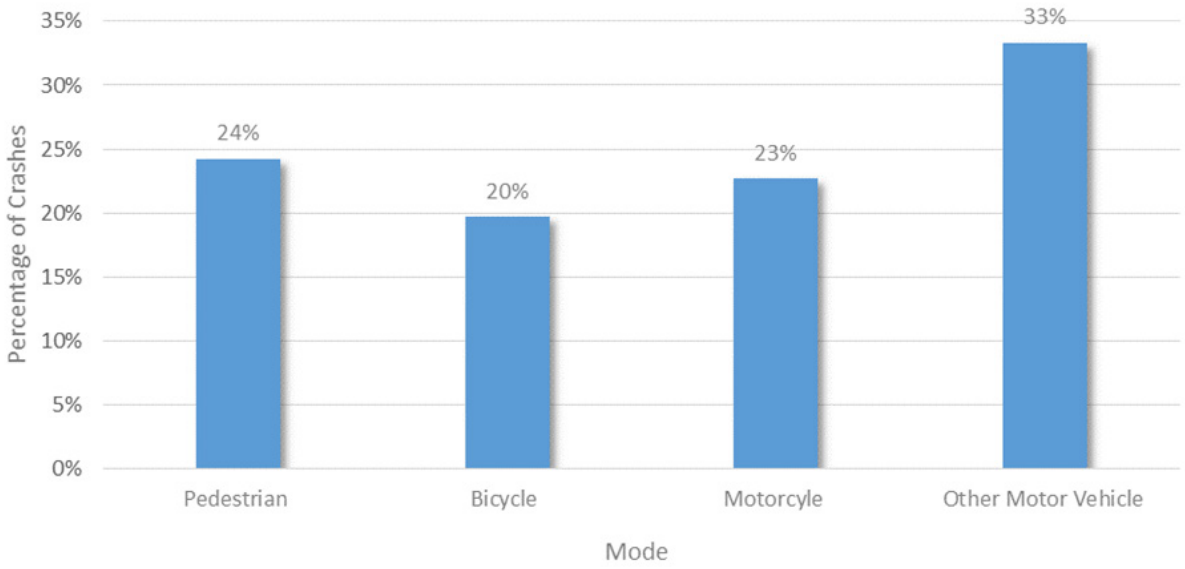
By adopting the Vision Zero Action Plan, South Lake Tahoe will prioritize the safety of all roadway users by creating safe and livable streets, improving infrastructure, reducing speed limits, increasing public education and awareness, and enforcing traffic laws.

*Most Vulnerable Travelers (Crash data from 2014 to 2023) is retrieved from the crash database system, SWIRTS and CROSSROADS. This graphic is not to scale.*




**Pedestrian and Bicyclists are involved in 25 percent of all Crashes, but account for 44 percent of serious injuries of fatalities on both the City Streets and State Routes.**

## CRASHES BY MODE OBSERVED IN CITY STREETS AND STATE ROUTES

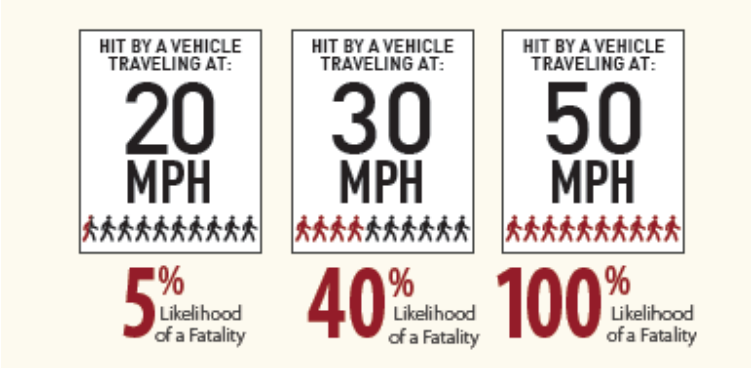



Percentage of Total Crashes in South Lake Tahoe by Mode (Observed on both City Streets and State Routes)

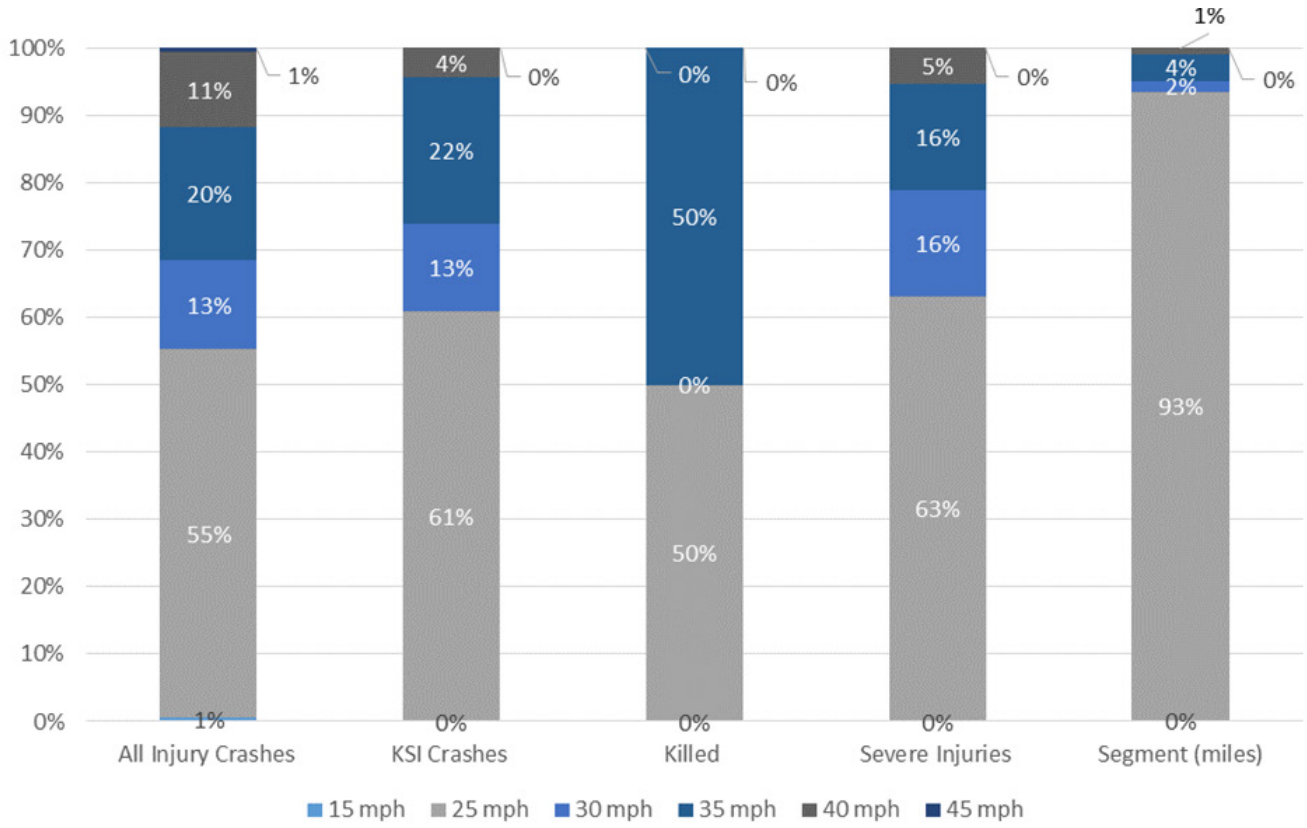
Note: Pedestrian crashes=16, Bicycle crashes=13, Motorcycle crashes=15, Other Motor Vehicle crashes=22

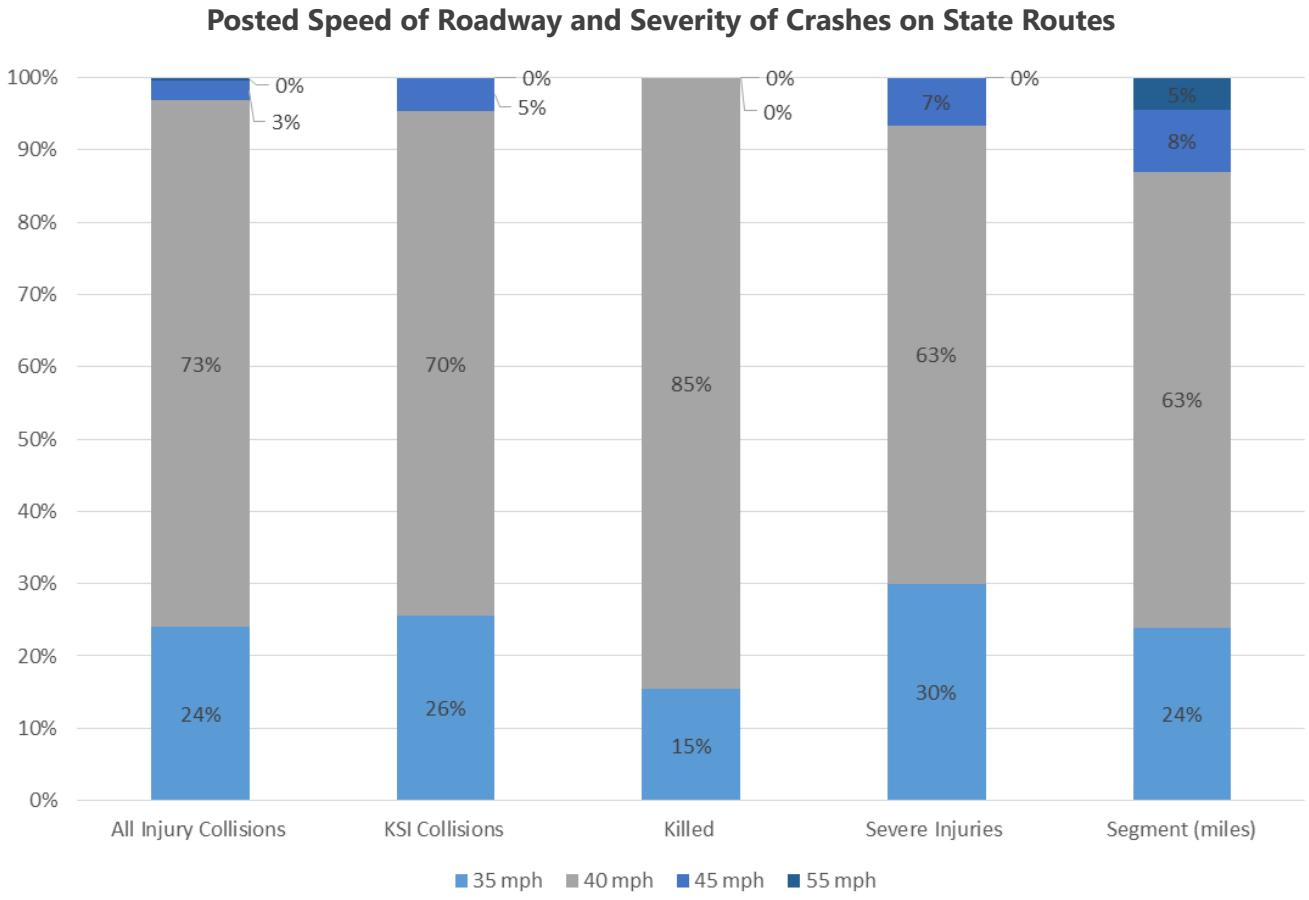
## SPEED KILLS

A significant component of Vision Zero is the recognition that speed kills. Research compiled by the U.S. Department of Transportation's National Highway Traffic Safety Administration (NHTSA) shows that the likelihood of fatality is five percent for a pedestrian struck by a vehicle traveling at 20 miles per hour, but the likelihood increases to 40 percent at 30 miles per hour and 100 percent at 50 miles per hour. By designing our streets differently, we can lower the speeds at which vehicles travel to help reduce the severity of injuries. Street design changes, combined with public education and targeted enforcement efforts, have the potential to significantly reduce the number of people seriously injured or killed on City streets and State Routes.

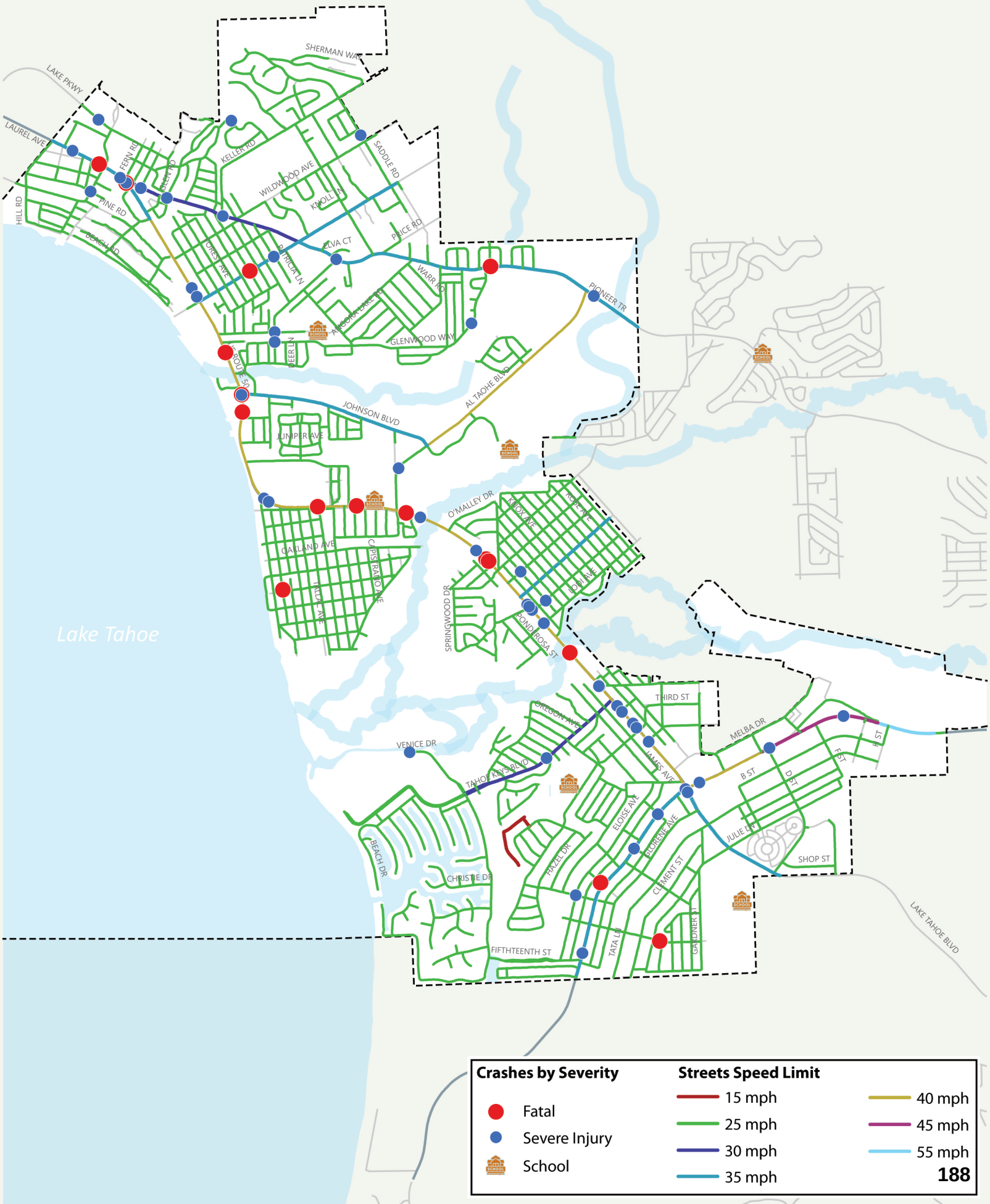



**Posted Speed of Roadway and Severity of Crashes on City Streets**




Posted Speed of Roadway and Severity of Crashes on State Routes
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
0%
3%
73%
24%
0%
5%
70%
26%
0%
0%
85%
15%
0%
7%
63%
30%
5%
8%
63%
24%
All Injury Collisions
KSI Collisions
Killed
Severe Injuries
Segment (miles)
35 mph
40 mph
45 mph
55 mph

# Existing Speed Limits on City Streets and State Routes



# VISION ZERO STATEMENT

The Vision Zero Task Force met is 2024 to develop a vision statement and guiding principles to frame the development and implementation of the Vision Zero Action Plan. These principles form the foundation on which the City will conduct its Vision Zero work.

## VISION STATEMENT

Traffic safety impacts our community, neighborhoods, health, and the City's livability. No level of fatality or serious injury is acceptable on our streets because crashes are preventable incidents that can be addressed through improved transportation infrastructure and programming. The City's Vision Zero Action Plan is a community-driven and data-driven initiative to eliminate preventable traffic fatalities and serious injuries by 2035.

## GUIDING PRINCIPLES

Vision Zero is guided by several critical principles designed to create a transportation system without fatalities or serious injuries. Here are the City's guiding principles of Vision Zero Action Plan:

1. **Human Life and Health Are Paramount:** The fundamental principle of Vision Zero Action Plan is that human safety, life, and health take priority over all other considerations in the transportation system. Safety is not just one of the goals but the primary objective. Based on this value, we will evaluate trade-offs and make proactive and reactive decisions about street design.
2. **Traffic Deaths and Injuries Are Preventable:** Vision Zero Action Plan operates on the belief that traffic-related fatalities and severe injuries are not accidents but preventable unacceptable crashes. These crashes can be prevented by addressing the root causes, such as road design, vehicle technology, and user behavior.
3. **Human Error is Inevitable and Expected:** People will make mistakes. The transportation system should be designed to be forgiving and accommodate human error. Recognizing that people will make mistakes, the system should ensure that such errors do not result in severe injuries or fatalities. We will not victim-blame but seek to understand and respond compassionately and objectively.
4. **Slower streets are safer:** Mobility is the safe and efficient movement of people and goods through transportation. We will design, construct, and operate our streets for slower speeds to eliminate all killed and severe injury crashes and protect our most vulnerable street users.



5. **Safety is a Shared Responsibility:** Everyone involved in the transportation system, including policymakers, engineers, vehicle manufacturers, and road users, shares responsibility for safety. Collaboration across sectors and disciplines is essential to achieving Vision Zero Action Plan goals.
6. **Systemic and Holistic Approach:** Vision Zero advocates for a comprehensive and systemic approach to road safety. This includes considering all aspects of the transportation system—road design, vehicle technology, laws and regulations, enforcement, and public education. It also requires a holistic approach to land use and transportation, including policy analysis and changes at the local and regional levels.
7. **Data-Driven Decision Making:** Effective Vision Zero strategies rely on accurate and comprehensive data to identify high-risk locations, behaviors, and populations. Data is used to prioritize interventions, allocate resources, and measure progress.
8. **Equity and Inclusivity:** Vision Zero emphasizes the importance of equity and inclusivity in transportation planning and safety efforts. Vulnerable road users, such as pedestrians, cyclists, children, older adults, and people with disabilities, should be given special consideration. Efforts should be made to ensure that all communities, especially those historically underserved, benefit from safety improvements.
9. **Proactive vs. Reactive Measures:** Vision Zero encourages proactive measures to prevent crashes before they occur, rather than reacting to crashes after they happen. Crash data reveals where the risk of being killed and seriously injured in crashes has manifested. A proactive crash risk assessment identifies and prioritizes those locations where risk exists but crash experience has yet to materialize. This involves anticipating potential hazards and addressing them through design and policy.
10. **Sustainable and Healthy Communities:** Vision Zero aligns with broader goals of creating sustainable and healthy communities. Safe streets promote walking, cycling, and public transportation, contributing to public health, environmental sustainability, and overall quality of life.

South Lake Tahoe's response will utilize proven safety countermeasures coupled with innovative strategies. We will perform annual monitoring, reporting, and evaluation through an equity lens. We will communicate clearly what resources are necessary to achieve Vision Zero, why street design modifications that will help Vision Zero goals are proposed, and the basis for prioritizing competing improvements. By adhering to these guiding principles, the City aims to create a transportation system that prioritizes safety, reduces traffic-related fatalities and injuries to zero, and fosters a culture of shared responsibility and proactive prevention.



# BACKGROUND

## BUILDING ON EXISTING EFFORTS

This Vision Zero Action Plan builds upon existing safety-focused planning and actions undertaken in South Lake Tahoe. Over the years, the City has proactively improved roadway safety through planning, projects, and programs. The City's informal neighborhood traffic calming initiative encourages residents to propose locations that can benefit from traffic calming. This helps the City to proactively identify locations with safety risks and improve safety before they lead to a KSI crash. The City has prioritized and successfully built multimodal projects that include sidewalk and intersection improvements, bike lanes, and shared-use paths through capital improvement programs. These projects were identified as part of several planning efforts in the City, including the General Plan (2011), Tourist Core Area Plan (2013), and Parks, Trails, And Recreation System Master Plan (2015). Most recently, the City was part of Caltrans's Road Safety Audit along US-50 and SR-89 that run through South Lake Tahoe.

The Tahoe Regional Planning Agency (TRPA) recently adopted a Vision Zero Strategy (2024) to reach Vision Zero on roadways in the Tahoe Basin by 2050, building upon its earlier Road Safety Strategy (2019). This adopted strategy, building on TRPA's most recent Regional Transportation Plan (2020), Active Transportation Plan (2018), and Transportation Equity Study (2023), used a data-driven and community-engaged planning process to identify policy strategies and projects to prioritize safety in the Tahoe Basin. TRPA collaborates with community partners to organize events and campaigns like Tahoe Bike Month in July each year with the Lake Tahoe Bicycle Coalition, "Take it Slow, Tahoe" campaign in 2022 with Take Care Tahoe to create awareness among drivers, and bike rodeos as part of the Safe Routes to School program. The City actively participates in these events.

The Plans, programs and projects reviewed as part of this Vision Zero Action Plan are listed in the following sections. Policy and strategy recommendations in the Vision Zero Action Plan are consistent with the City's and region's long-term planning vision. The safety projects identified in the Vision Zero Action Plan are consistent with local and regional goals and standards. **Appendix A** lists and summarizes the relevant policies and projects of all the documents reviewed.



## VISION ZERO ALIGNS WITH CITY'S PLANS AND PROGRAMS

### NEIGHBORHOOD TRAFFIC CALMING INITIATIVE

The City of South Lake Tahoe responds to requests for traffic calming from residents through appropriate street design interventions to slow down traffic, that have been installed as part of this initiative. The City has received requests for traffic calming stop control measures, enhanced traffic signage, speed humps, and changes in speed limits, residential parking permits, and cut-through traffic from residents. The requests under this program highlight safety concerns that are of interest to Vision Zero planning in terms of both potential locations and projects. Vision Zero efforts consider these in evaluating safety and examining the safety countermeasures for South Lake Tahoe. The VZAP enables the City to formalize a countermeasure toolbox to include traffic calming measures that can be used to create safer neighborhood streets.

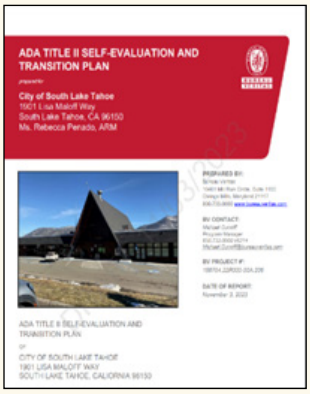
### SOUTH LAKE TAHOE CAPITAL IMPROVEMENT PROGRAM

South Lake Tahoe's (SLT) Capital Improvement Program (CIP) is facilitated by the City's Public Works Department to construct, maintain, repair, and rehabilitate the City's infrastructure, facilities, and specialized equipment. Usually these CIP projects are generally one-time projects unrelated to maintenance, have an assessed value of over $50,000, and have an expected life span of five or more years. The CIP is updated annually and is considered to have a five-year horizon. The current CIP considers 2024 to 2028 and includes approximately $46 million in planned transportation projects.

### SOUTH LAKE TAHOE CONSTRUCTION UPDATE 2023

The South Lake Tahoe Construction Update provides a summary of the 14 projects that are either currently under construction or have been completed. Seven safety-related projects totaling $26.2 million have been completed. The other seven are in different planning and construction stages, of which five of those considered part of the CIP projects. The list of projects is available in the **Appendix A**. The planned projects have been considered for their potential to improve safety on the City's roadways while preparing the Vision Zero Action Plan.

## ADA TITLE II SELF-EVALUATION AND TRANSITIONS PLAN (2023)



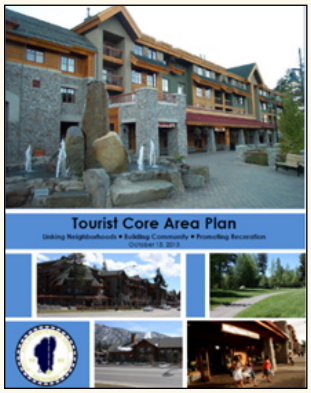

The Americans with Disability Act (ADA) provides rights and protections to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications. Streets, including sidewalks, intersections, and bus stops, fall under the Title II provisions of ADA. The City of South Lake Tahoe's ADA Title II Self-Evaluation and Transition Plan was conducted to assess existing accessibility conditions on public buildings, parks, and the public right-of-way, identify existing barriers to access, and identify solutions. It also creates an action list for improving accessibility and identifies personnel responsible for implementing each item, along with a timeline for implementation. The Plan is still under development and includes an accessibility review for 19.52 miles of sidewalks and trails, 532 curb ramps, 25 transit stops, and 33 signalized intersections.

## PARKS, TRAILS, AND RECREATION SYSTEM MASTER PLAN (2015)



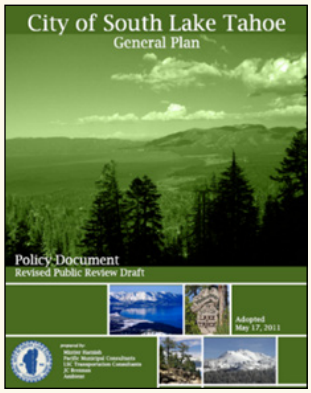

The Parks, Trails and Recreation System Master Plan is a joint effort by the City and El Dorado County to coordinate efforts toward improving recreational facilities services. The Plan preserves built and natural environments for recreation and seeks to achieve bicycle and pedestrian safety in the trails system through construction and maintenance of bike and multi-use trails, and ensuring connectivity and access. The Plan identifies deficiencies that can be fixed in the short-term and in the long-term. The VZAP will contribute to the safety of the parks and trails system in South Lake Tahoe.

## TOURIST CORE AREA PLAN, CITY OF SOUTH LAKE TAHOE (2013)




The Tourist Core Area Plan creates a vision of the future for part of City in the Tahoe Basin, centered on US-50 and Ski Run Boulevard from Fairway Avenue to the California-Nevada Stateline. As an individual area plan created under the 2012 Regional Transportation Plan, the plan meets the special needs of the region that is a popular tourist destination. The plan summarizes the existing conditions, and envisions a multimodal, sustainable, mixed-use "Tourist Core." The proposed improvements develop bicycle and pedestrian infrastructure through safety enhancing measures like protected and separated bike lanes, pedestrian streets with low speeds, reduced pedestrian-traffic points of conflicts. The VZAP will focus on improving safety for all road users in tourist areas of the City and follow the policies and projects of this plan.

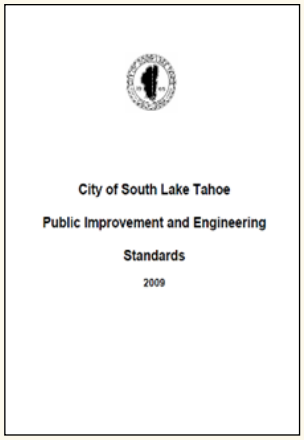
## 2030 SOUTH LAKE TAHOE GENERAL PLAN (2011)




The 2030 General Plan defines the long-term vision for South Lake Tahoe, to preserve the City's status as the economic and social heart of the Lake Tahoe Basin while addressing growth related needs of the residents and visitors sustainability. The plan includes vision, goals and strategies for five elements namely: land use and community, economic development, housing, transportation and circulation, public/quasi-public facilities and services, recreation and open space, and health and public safety element. The General Plan emphasis development of complete neighborhoods that are compact, mixed-use, and well connected through all-year sidewalks. The transportation and circulation element seeks to create multimodal corridor in the City through expansion and interlinking of bicycle, pedestrian, transit and water transit services. The element also provides general street and network design standards for the City. The Plan includes policies that enhance safety including creating a safe route to school program, bike and pedestrian network improvements, and traffic calming. Many of the recommendations of the plan have implemented since its adoption. The plan continues to provide a general direction for addressing safety in South Lake Tahoe for this VZAP.

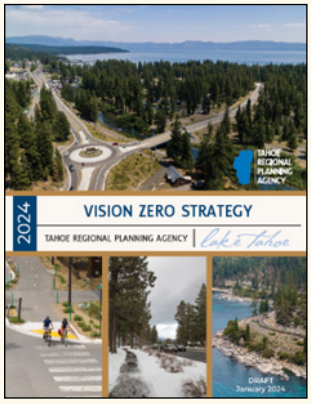
## TAHOE REGIONAL PLANNING AGENCY (TRPA)

### TRANSPORTATION STUDY GUIDELINES - PUBLIC IMPROVEMENT AND ENGINEERING STANDARDS (2009)



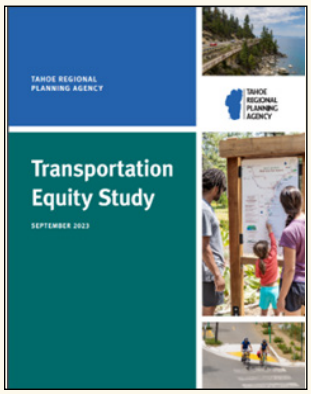

Section 2 of the City of South Lake Tahoe Public Improvement and Engineering Standards provides guidelines on right of way and traffic analysis. The section on traffic analysis is outdated with the future conditions being studied for the year 2020. Section 4 provides guidelines on street design in South Lake Tahoe supplemental to the California Department of Transportation's Highway Design Manual (HDM). It defines the classification of roads along with applicable design standards, and sets standards for street elements including sidewalks, bikeways, driveways, road bends, street lighting, and signs and barricades. Vision Zero Action Plan projects and countermeasures adhere to the requirements presented in this guideline.

### TRPA VISION ZERO STRATEGY (2024)




TRPA's Vision Zero Strategy follows the principle of zero KSI on roadways to present a strategy for the Lake Tahoe Region. The region experienced 41 fatalities and 183 serious injuries on roadways between 2013 and 2021, which averages to five deaths and 20 severe injury crashes each year. TRPA aims to play a critical role in the path to Vision Zero by aligning short-term and long-term regional transportation planning with the Vision Zero strategy, coordinating with local, state, and federal agencies, hosting safety programs and campaigns, allocating funding to local jurisdictions, exercising caution in permitting projects with safety impacts, collecting and monitoring data on road safety. The strategy document presents crash data analysis for the Lake Tahoe Region alongside high-risk location and road segment identification. Thirty project locations, including eight high-priority locations, are identified within the plan along with probable countermeasures. There are three candidate projects proposed within the City of South Lake Tahoe. The City's VZAP incorporates the findings, planning efforts, and recommendations produced by TRPA.

## TRANSPORTATION EQUITY STUDY (2023)



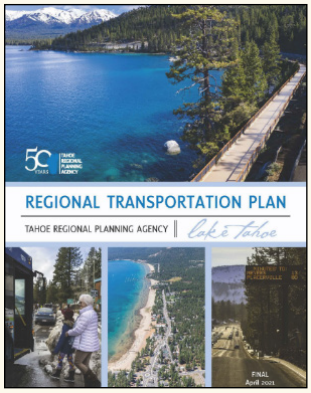

The TRPA Transportation Equity study assessed the equity impact of policies, programs, and activities of the 2020 RTP. It ensures that the RTP does not disproportionately and adversely affect priority communities and that benefits and burdens are equally distributed among all. The Study defines five equity communities: persons without private transportation (zero vehicle households), seniors (individuals 65 years and older), persons living below the poverty line, individuals with a disability, youth (individuals under 18 years old), and BIPOC (Black, Indigenous, and People of Color). It also identified six transportation barriers: availability of transportation services, accessibility, cost and affordability, time and distance spent traveling, adequacy of transportation conditions, and emergency preparedness and resiliency. The plan recommends additional equity-focused policy goals for inclusion into the 2020 RTP. The equity approach in this plan informs the equity analysis in this VZAP.

## COMMUNITY SAFETY CAMPAIGN: TAKE IT SLOW, TAHOE (2022)




Take It Slow Tahoe is a community safety campaign by Take Care Tahoe aims to make roads safer for people and animals around Lake Tahoe. The campaign allows residents to put up "Take it Slow" signs on their yards to alert drivers to slow down on local roads. City of South Lake Tahoe contains one of the nine sign distribution centers. The campaign is active during the summer months, with the signs stored indoors in the winter. This campaign can be leveraged within the Vision Zero Planning process, and the final plan to reach out to community for better road safety.

## REGIONAL TRANSPORTATION PLAN (2020)



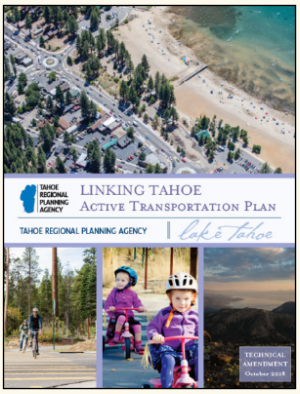

TRPA's Regional Transportation Plan (RTP) develops the transportation vision for the Lake Tahoe communities that spread across five counties in the states of California and Nevada. The transportation network around the lake supports not only the residents but also visitors who come to the lake. The Plan lays a roadmap for transportation planning in the region, through goals for environmental, connectivity, safety, operations and congestion management, economic vitality, and quality of life and system preservation. The plan proposes 83 additional miles of Class I bike paths, and additional sidewalks in conjunction with other regional programs to finally complete a bike network around the entire Lake. The VZAP follows the direction of the RTP and ensure regional growth priorities are reflected in identifying projects and recommendations.

## LAKE TAHOE REGION SAFETY STRATEGY (2019)



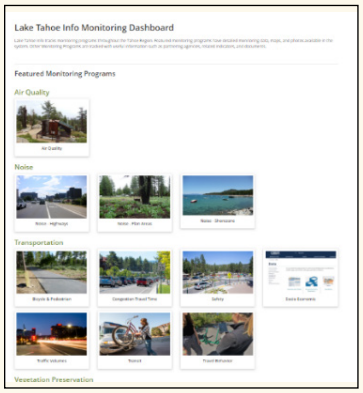

The safety strategy presents a comprehensive safety analysis based on the Tahoe Region's roadway crash and volume data. It identifies top crash locations, intersections, and segments based on available data. Four of the top eight crash locations, nine of the 30 priority intersections, and two of the 21 priority intersections lie within South Lake Tahoe, highlighting the safety concerns in the City. The strategy lists available countermeasures that can be applied systematically and at specific locations to improve safety. The safety strategy is a key document on which the present Vision Zero efforts rely.

## LINKING TAHOE: ACTIVE TRANSPORTATION PLAN (2018)




The TRPA Active Transportation Plan (ATP) guides and coordinates the regional active transportation network surrounding Lake Tahoe. The ATP outlines goals, policies, and actions that improve connectivity and safety for bicyclists and pedestrians and identifies implementation of high-priority projects for the region. The plan outlines existing bike and pedestrian infrastructure and includes a safety analysis based on the crash data for the region. The network design, maintenance, education, encouragement, evaluation, and enforcement programming measures identified in the plan support improvements to safety, among other goals. The VZAP aligns with the ATP's mission to increase safety for all road users, including pedestrians and bicyclists.

## TRPA TRANSPORTATION MONITORING DASHBOARD




The TRPA Transportation Monitoring Dashboard collects data on various programs. It also collects crash, bike, and pedestrian counts for select locations and areas relevant to safety planning.

## LAKE TAHOE UNIFIED SCHOOL DISTRICT SAFE ROUTES TO SCHOOL MASTER PLAN (2015)



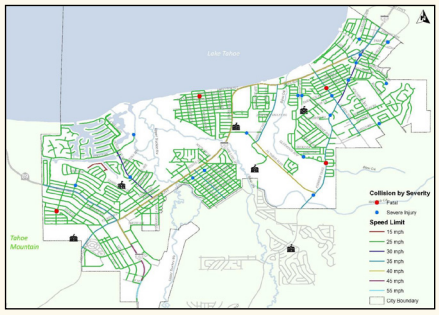

The Safe Routes to School Master Plan for the Lake Tahoe Unified School District (LTUSD) identifies infrastructure and non-infrastructure recommendation for improving safety for students and families walking and biking to school. It covers six schools, of which five are in the City. The plan, through community inputs, identified existing safety issues at each of the schools and recommends actions following the 5-E approach of the Safe Routes to School (SRST) program. The locations and projects identified under this plan will be considered alongside the recommendations of the Vision Zero Action Plan where necessary.

## TRANSIT PLAN




Fixed Route bus service for the City of South Lake Tahoe is provided by Tahoe Transportation District (TTD). Two transit routes – 50 (the South Shore Daily) and 55 (The Neighborhood Connection) service the region. Route 50 is a daily service running between Stateline Transit Center and South Y Transit Center between 6:50 am and 8:15 pm with one hour headways. Route 55 is a neighborhood connection between Kingsbury Transit Center, NV and South Y Transit Center between 7 am and 7:30 pm. Lake Link Transportation provides on-demand, app based micro transit in along the South Shore. The shuttles within the service area surrounding Nevada Stateline and South Lake Tahoe between 7 am to 9 pm, and is operated by the South Shore Transportation Management Association. The Vision Zero Action Plan will take

## US-50 & SR-89 ROAD SAFETY AUDIT (2023)




efforts to identify appropriate countermeasures for high-injury segments and locations within the transit service area and ensure equitable access to transit.

The US-50 and SR-89 Road Safety Audit was conducted along two significant roadways in South Lake Tahoe in October 2023. The study looked at US 50 from Airport Road to SR-89, SR-89 to Blue Lake Avenue, and SR-89 from the intersection with US-50 to the city limit. 22.6 crashes and 1.9 KSI crashes per year occurred in the three segments between 2013 and 2023. Eleven percent of the total crashes and 37 percent of the KSI crashes involved bicyclists or pedestrians. US-50 between SR-89 and Blue Lake Avenue had the highest crash rates of the three segments. The audit also identifies 10 priority locations, highlighting the safety concerns at each location and a list of suitable projects. The audit identifies safety issues that are relevant to the VZAP. The audit findings and recommendations will be examined for consistency within the VZAP aims to improve safety on local roadways.


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# ALIGN EXISTING IMPROVEMENTS WITH VISION ZERO

Any improvement program for corridors and intersection projects should be planned and designed with Vision Zero in mind. Traditionally, roadway design have been based on the tenets of highway design developed in the 1950s and 1960s, which focused on moving cars at highway speeds. While applicable for rural and interstate highways, this approach does not align with urban and suburban streets in multimodal contexts. Traditionally, a "design speed" is chosen that is higher than the anticipated speed limit to create a "factor of safety" for the motorist. What results in practice is the measured vehicular operating speed, typically expressed as the 85th percentile speed, is higher than the posted speed limit. Furthermore, the operating speed exceeds what the community deems appropriate for the given context, referred to as the "desired operating speed."

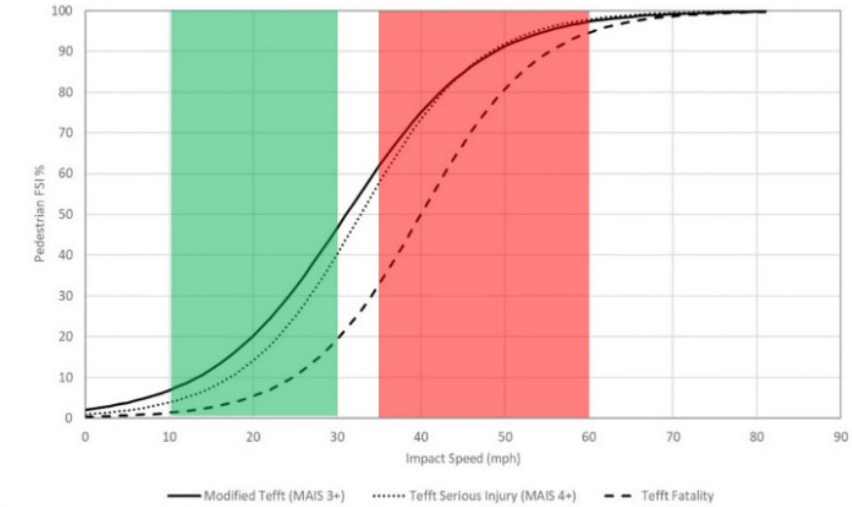
This situation creates a perception of the street or intersection as unsafe, particularly for vulnerable users, including individuals with disabilities. These speeds also create higher risks of killed and severe injury crashes, violating the tenets of Vision Zero.

Instead, our streets and intersections' "design speed" should be equivalent to the "desired operating speed." Such designs produce lower operating speeds that align with the community's expectations, as determined through engagement and acknowledgment of the context.

Adequate design and appropriate speed limits that produce desired operating speeds support Vision Zero, better meet community expectations, and allow valuable law enforcement resources to be deployed elsewhere. The figure below showcases this paradigm shift.

Prioritize multimodal safety and service quality over motor vehicle service level and on-street parking. Consider providing signal prioritization and perhaps preemption for pedestrians, cyclists, and transit. Focus primarily on the needs of people with disabilities. Protected and buffered bike lanes should be prioritized over on-street parking where right-of-way is limited.

**Probability of Pedestrian Suffering Serious Injury or Death Contrasted with Traditional Design Speeds in Red vs. Desired Operating Speeds in Green (FHWA)**



The City is already working to increase the availability of safe and comfortable multimodal transportation choices for all residents, helping meet citywide goals to reduce carbon emissions, improve public health through increased physical activity, and improve the quality of life for everyone. The Vision Zero Action Plan builds on past and ongoing efforts to improve safety and multimodal access throughout the community.

The TRPA's complete street policy states that "the design of streets must accommodate all users—pedestrians, cyclists, transit riders, and motorists—of all ages and abilities while enhancing safety, mobility, and environmental quality. The policy emphasizes multi-modal transportation, safety, accessibility, and protecting Lake Tahoe's scenic and natural resources. It also encourages context-sensitive solutions and requires that street projects align with regional transportation and environmental goals while adhering to state, federal, and regional guidelines." With this pledge, the City recognizes its commitment to promoting a healthy and safe environment through responsible stewardship of the transportation network. The adoption of Vision Zero makes the prioritization of safe travel for all modes a primary focus.

The City adopted its Vision Zero policy on September 24, 2024, with a goal set for 2035, though efforts to enhance traffic safety began well before this. Numerous safety projects and programs have already been implemented across South Lake Tahoe. Below are the City's potential initiatives within other planning programs, focused on high-injury networks identified through crash analysis.



## SLT CAPITAL IMPROVMENT PROGRAM (CIP) PROJECTS ALIGNED WITH THE VISION ZERO ACTION PLAN

### 1. Bijou Park Connector:

- Description: Construct a bicycle and pedestrian trail to link the Al Tahoe Mobility Project constructed in 2020 (Johnson Blvd/Al Tahoe) with the CTC (California Tahoe Conservancy) Greenway Phase 1B.
- Planned Effort: SLT Capital Improvement Program
- Location: Bijou Community Park
- Funding Year: 2024
- ***Vision Zero Alignment:*** Enhances Vision Zero by providing a dedicated bicycle and pedestrian trail, reducing crash risks, and promoting safer, more connected travel for non-motorized users.

### 2. Dennis T. Machida Memorial Bikeway Phase 1C:

- Description: Plan and design another segment of the California Tahoe Conservancy's Dennis Machida Memorial Bike Way (Greenway trail). The segment will be constructed from the limits of Herbert Avenue to the limits of Ski Run Boulevard along the Pioneer Trail Corridor. The first planning phase will involve performing a trail alignment analysis along the Pioneer Trail corridor.
- Planned Effort: SLT Capital Improvement Program

- Location: Herbert Avenue/Ski Run Boulevard/Pioneer Trail
- Funding Year: This work commenced in 2022
- ***Vision Zero Alignment:*** The Dennis T. Machida Memorial Bikeway Phase 1C aligns with Vision Zero by planning and designing a new segment of the Greenway trail, which will enhance safety for cyclists and pedestrians along the Pioneer Trail Corridor, reducing the risk of traffic-related injuries and fatalities.

## 3. Citywide ADA Upgrades:

- Description: Phased implementation of ADA Transition Plan
- Planned Effort: SLT Capital Improvement Program
- Location: Citywide
- Funding Year: 2024-2028
- ***Vision Zero Alignment:*** The Citywide ADA Upgrades align with Vision Zero by systematically improving accessibility and safety for all users, particularly those with disabilities, thereby reducing the risk of traffic-related injuries and enhancing overall street safety.

## 4. Annual Streets and Roads Paving and Rehabilitation:

- Description: Public Works annual roadway rehabilitation project.
- Planned Effort: SLT Capital Improvement Program
- Location: Citywide
- Funding Year: Annual
- ***Vision Zero Alignment:*** This project supports Vision Zero by improving road conditions, which enhances safety for all users by reducing hazards that can lead to accidents, such as potholes and uneven surfaces, thereby contributing to a safer transportation environment.

## 5. Pioneer Trail Improvements - Phase II:

- Description: Phase II of this project is designed to increase pedestrian safety along Pioneer Trail between Larch Avenue and Ski Run Boulevard. New sidewalks, ADA curb ramps, and pedestrian lighting will be included. The project planned for construction in 2025.
- Planned Effort: SLT Capital Improvement Program
- Location: Pioneer Trail between Larch Avenue and Ski Run Boulevard
- Funding Year: 2024/2025
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by enhancing pedestrian safety through the addition of new sidewalks, ADA curb ramps, and pedestrian lighting. These measures aim to reduce the risk of traffic-related injuries and fatalities along Pioneer Trail between Larch Avenue and Ski Run Boulevard.

## 6. Pioneer Trail Safety Improvement Project – HSIP:

- Description: This project proposes roadway safety improvements at the intersection of Glenwood Way and Pioneer Trail. Funded primarily through Highway Safety Improvement Program Funds. The project was determined viable by the TRPA Regional Roadway Safety Audit.
- Planned Effort: SLT Capital Improvement Program
- Location: Glenwood Way/Pioneer Trail
- Funding Year: 2024/2025
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by implementing targeted roadway safety enhancements at the intersection of Glenwood Way and Pioneer Trail, addressing critical safety concerns identified by the TRPA Regional Roadway Safety Audit, and aiming to reduce traffic-related injuries and fatalities through the use of Highway Safety Improvement Program Funds.

## 7. Stateline Avenue Complete Streets Project:

- Description: This project proposes to develop complete street design standards along Stateline Avenue for multiple uses, including automobiles, bikes, and pedestrians. It would also include upgrading all storm drain infrastructure, including the Stateline Avenue outfall.
- Planned Effort: SLT Capital Improvement Program
- Location: Stateline Ave/Lake Tahoe Boulevard to Lakeshore Boulevard
- Funding Year: 2027/2028
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by developing design standards that accommodate all users—automobiles, bikes, and pedestrians—enhancing safety and reducing the risk of traffic-related injuries. Upgrading storm drain infrastructure further supports a safer and more reliable roadway environment, contributing to the overall goal of eliminating traffic fatalities and serious injuries.

## 8. Traffic Safety and Calming Projects:

- Description: Supports ongoing traffic safety projects. These projects will be based on priority needs, public requests, and regulatory mandates.
- Planned Effort: SLT Capital Improvement Program
- Location: Citywide
- Funding Year: On-going
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by addressing priority safety needs, responding to public requests, and meeting regulatory mandates to reduce traffic speeds and improve road safety, aiming to minimize traffic-related injuries and fatalities.

## 9. Traffic Signal Upgrades/Replacement:

- Description: Upgrade and/or replace city-owned off-highway traffic signals at the following locations: Al Tahoe Boulevard & Pioneer Trail, Al Tahoe Boulevard and Johnson Boulevard, Lake Tahoe Boulevard and Viking Way.
- Planned Effort: SLT Capital Improvement Program
- Location: Al Tahoe Boulevard & Pioneer Trail, Al Tahoe Boulevard and Johnson Boulevard, and Lake Tahoe Boulevard and Viking Way.
- Funding Year: TBD
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by modernizing traffic signals at key intersections, improving traffic flow, and enhancing safety for all road users. These upgrades aim to reduce the risk of crashes, thereby supporting the goal of eliminating traffic-related fatalities and serious injuries.

## 10. Heavenly Valley Parking/Traffic Upgrades:

- Description: Implement parking management and traffic control in the Heavenly Village Area to mitigate parking and congestion impacts from Heavenly Resort.
- Planned Effort: SLT Capital Improvement Program
- Location: Heavenly Village District
- Funding Year: 2024
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by implementing parking management and traffic control measures to reduce congestion and improve safety in the Heavenly Village Area. This will thereby mitigate the risk of traffic-related accidents and enhance the overall safety of the roadway for all users.

## 11. Vision Zero Program:

- Description: Vision Zero will develop a program to reduce fatalities and increase city vehicular, pedestrian, and bicycle safety.
- Planned Effort: SLT Capital Improvement Program
- Location: Citywide
- Funding Year: 2024/2025
- ***Vision Zero Alignment:*** Vision Zero's core mission is to develop a comprehensive plan to reduce traffic fatalities and enhance safety for vehicles, pedestrians, and cyclists throughout the city, ultimately striving to eliminate all traffic-related deaths and serious injuries.

## 12. Traffic Calming Tool Box:

- Description: Develop a toolbox for traffic calming, parking management, and traffic control device installations through a systematic and safe process.
- Planned Effort: SLT Capital Improvement Program
- Location: Citywide
- Funding Year: On-going
- ***Vision Zero Alignment:*** This toolbox aligns with Vision Zero by creating a systematic approach to implementing traffic calming measures, parking management, and traffic control devices. These measures aim to reduce traffic speeds, enhance road safety, and minimize the risk of accidents, thereby contributing to the goal of eliminating traffic-related fatalities and serious injuries.

## 13. Pioneer Safety Project Phase II:

- Description: Complete the Phase 1 safety and widen the roadway for appropriate shoulder width.
- Planned Effort: SLT Capital Improvement Program
- Location: Pioneer Trail, North of April Drive to Glenwood Way
- Funding Year: 2024/2025
- ***Vision Zero Alignment:***This project aligns with Vision Zero by completing safety enhancements and widening the roadway to provide appropriate shoulder width. This will reduce crash risks and improve safety for all road users, supporting the elimination of traffic-related fatalities and serious injuries.

## 14. US 50/89 Road Safety Audit Implementation:

- Description: Implement the City's portion of RSA for Phase 1, consisting of Speed Feedback signs and an upgrade to the signage and Striping along US 50 and 89. Caltrans will lead and implement other recommendations.
- Planned Effort: SLT Capital Improvement Program
- Location: US 89/US 50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This audit aligns with Vision Zero by enhancing road safety by installing Speed Feedback signs and upgrading signage and striping along US 50 and 89. These measures are designed to reduce speeding and improve visibility, thereby decreasing the likelihood of traffic-related injuries and fatalities, which aligns with Vision Zero's goals.

## 15. US 50 Corridor Study:

- Description: Prepare a Feasibility Study for US 50, from "Y" to Stateline, to develop concepts for speed management and transit service enhancement, including a Mobility Hub and Gondola Transit concept along the project corridor.
- Planned Effort: SLT Capital Improvement Program
- Location: US 50- Y to Stateline Avenue
- Funding Year: Grant Awarded 2024
- ***Vision Zero Alignment:*** This study aligns with Vision Zero by exploring speed management strategies and transit service enhancements, such as a Mobility Hub and Gondola Transit concept, aimed at reducing traffic speeds, improving safety, and encouraging safer transportation options along the corridor. These efforts contribute to the overarching goal of eliminating traffic-related fatalities and serious injuries.

## 16. Johnson Boulevard Complete Streets Project:

- Description: Create a bicycle and pedestrian facility upgrade to connect to the schools and other developments in the area. The project's first phase will entail a feasibility analysis of a Complete Street Design concept.
- Planned Effort: SLT Capital Improvement Program
- Location: Johnson Boulevard - Al Tahoe Boulevard to US 50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by upgrading bicycle and pedestrian facilities to create safer connections to schools and nearby developments. By focusing on a Complete Street Design concept, the project aims to reduce the risk of accidents and enhance safety for all road users, particularly vulnerable groups like students, thereby supporting the Vision Zero goal of eliminating traffic-related fatalities and serious injuries.

## 17. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Short Term (1-2 years):

- Description: Restripe Class II bike lanes and repaint them to meet current Class II design standards. Reach out to the public for preferred protected pedestrian-crossing locations.
- Planned Effort: US 50 Road Safety Audit
- Location: US 50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by restriping and upgrading Class II bike lanes to meet current safety standards and engaging the public to identify preferred locations for protected pedestrian crossings. These improvements aim to enhance the safety of cyclists and pedestrians, reduce the risk of accidents, and support Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 18. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Short Term (1-2 years):

- Description: Add way-finding signage for the bicycle network. Install radar feedback signage or pedestrian/bicycle warning signs with flashing beacons for changing traffic conditions ahead.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by enhancing bicycle safety through the addition of way-finding signage and by improving awareness of changing traffic conditions with radar feedback signage and pedestrian/bicycle warning signs with flashing beacons. These measures aim to reduce accidents and improve safety for cyclists and pedestrians, supporting Vision Zero's mission to eliminate traffic-related fatalities and serious injuries.

## 19. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Medium Term (2-5 years):

- Description: Restriping and snow clearance pilot projects to determine road diet feasibility with maintenance operations.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:***This project aligns with Vision Zero by testing restriping and snow clearance strategies through pilot projects to assess the feasibility of a road diet. By potentially reducing lane widths and improving maintenance operations, this initiative aims to enhance safety for all road users, reduce vehicle speeds, and lower the risk of accidents, thereby contributing to Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 20. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Medium Term (2-5 years)):

- Description: Install pedestrian–protected crossings with hybrid beacons after the public outreach events (suggested locations include D Street, B Street, and Airport Rd).
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:***This project aligns with Vision Zero by installing pedestrian-protected crossings with hybrid beacons at key locations identified through public outreach. These enhancements aim to improve pedestrian visibility and safety, reduce the risk of accidents, and support the Vision Zero objective of eliminating traffic-related fatalities and serious injuries.

## 21. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Long Term (5 Years):

- Description: The road diet should be from five to three lanes and buffered bike lanes if feasible.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by potentially implementing a road diet to reduce the number of lanes from five to three and adding buffered bike lanes. This redesign aims to slow vehicle speeds, improve safety for cyclists and pedestrians, and reduce the risk of crashes, supporting Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 22. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Long Term (5 Years):

- Description: Implement bike lanes/trail connections to the Airport/City Hall to provide access but separate bicycles from high-speed, high-volume, high-speed US 50.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by creating bike lanes and trail connections that provide safe access to key destinations like the Airport and City Hall while separating cyclists from high-speed, high-volume traffic on US 50. This design aims to reduce the risk of crashes and improve overall safety for cyclists, supporting the Vision Zero objective of eliminating traffic-related fatalities and serious injuries.

## 23. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Long Term (5 Years):

- Description: Conduct further study to consider mobility hubs in the area to improve multimodal connections and reduce traffic downtown.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by studying the feasibility of mobility hubs to enhance multimodal connections and alleviate traffic congestion downtown. This approach aims to promote safer, more efficient transportation options and reduce vehicle-related accidents, supporting the Vision Zero goal of eliminating traffic-related fatalities and serious injuries.

## 24. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Long Term (5 Years):

- Description: Driveway consolidation south of C Street. Implement green paint for bicycle lanes where bike lanes will be added/improved.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by consolidating driveways to reduce potential conflict points and improve safety and by implementing green paint for newly added or improved bicycle lanes to increase visibility and awareness. These measures aim to reduce the risk of crashes between vehicles and cyclists, supporting Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 25. Segment 1 Emerald Bay Road, Airport Road to Lake Tahoe Boulevard, Long Term (5 Years):

- Description: Pedestrian scale lighting installment at locations where appropriate.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by installing pedestrian-scale lighting at appropriate locations to enhance pedestrian visibility and safety. Improved lighting reduces the risk of accidents by making pedestrians more visible to drivers and creating a safer environment, thereby supporting Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 26. Segment 2 Lake Tahoe Boulevard, Emerald Bay Road to Blue Lake Avenue, Short Term (1-2 years):

- Description: At all signalized intersections, install Accessible Pedestrian Signals, Leading Pedestrian Intervals, retroreflective back plates, and countdown pedestrian signals. Implement green paint for bicycle lanes along the entire segment.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by enhancing pedestrian safety at signalized intersections by installing Accessible Pedestrian Signals, Leading Pedestrian Intervals, retroreflective back plates, and countdown pedestrian signals. Additionally, implementing green paint for bicycle lanes increases visibility and awareness, reduces the risk of accidents, and supports Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 27. Segment 2 Lake Tahoe Boulevard, Emerald Bay Road to Blue Lake Avenue, Short Term (1-2 years):

- Description: Implement pedestrian-scale lighting along the entire segment. Install a hybrid beacon between Tahoe Keys Boulevard and Lodi Avenue (Grocery Outlet). Paint a "KEEP CLEAR" marking on the pavement in front of the fire station.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by implementing pedestrian-scale lighting along the entire segment to enhance visibility and safety, installing a hybrid beacon to improve pedestrian crossings, and painting a "KEEP CLEAR" marking in front of the fire station to ensure emergency vehicle access. These measures collectively aim to reduce the risk of accidents and support Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 28. Segment 2 Lake Tahoe Boulevard, Emerald Bay Road to Blue Lake Avenue, Short Term (1-2 years):

- Description: Conduct a pilot project for coordination at 35 MPH speed control. Add way-finding signage for the bicycle network.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by conducting a pilot project for speed control at 35 MPH to improve traffic safety and adding way-finding signage for the bicycle network to guide and protect cyclists. These measures aim to reduce speeding and enhance navigational clarity, thereby minimizing the risk of accidents and supporting Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

## 29. Segment 2 Lake Tahoe Boulevard, Emerald Bay Road to Blue Lake Avenue, Short Term (1-2 years):

- Description: Conduct lighting warrant at River Drive. Check sight triangles at broadside crash locations.
- Planned Effort: US 50 Road Safety Audit
- Location: US-50
- Funding Year: N/A
- ***Vision Zero Alignment:*** This project aligns with Vision Zero by conducting a lighting warrant study at River Drive to assess the need for improved visibility and evaluating sight triangles at broadside crash locations to identify and address potential hazards. These actions aim to enhance safety, reduce crash risks, and support Vision Zero's goal of eliminating traffic-related fatalities and serious injuries.

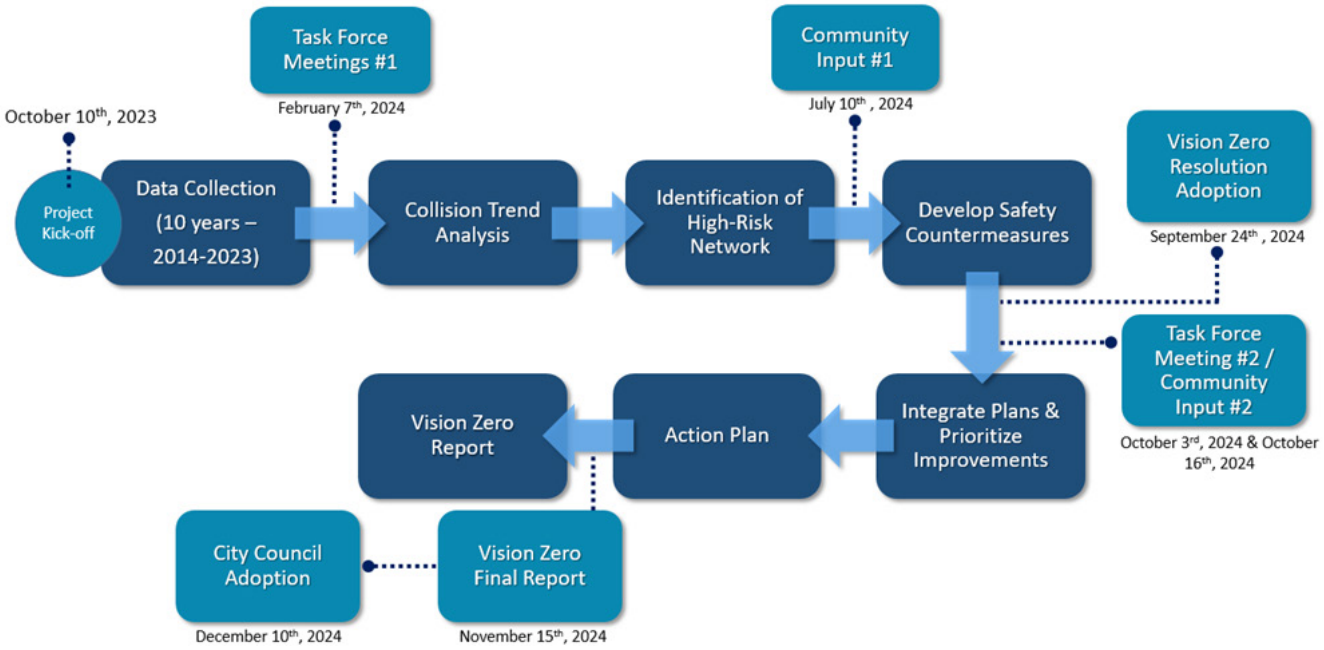

STOP
STOP

# ESSENTIAL ELEMENTS OF VISION ZERO IN THE CITY OF SOUTH LAKE TAHOE

**The City sets a framework for Vision Zero efforts using two primary sources: Community Feedback and Crash Records. Community and stakeholder comments received through meetings, workshops, online surveys, and interactive map input, combined with a review of historic crashes within South Lake Tahoe, enabled the development of a robust set of recommendations that address safety concerns. Everyone must accept that killed and severe injury crashes are unacceptable and preventable.**



## PROJECT TIMELINE



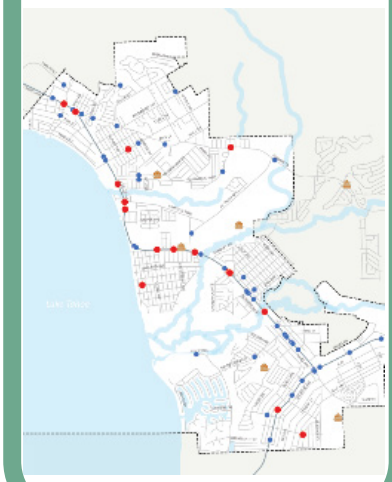

## COMMUNITY ENGAGEMENT APPROACH

The City is committed to achieving zero fatalities and severe injuries on its roadways by 2035 by developing and implementing a comprehensive Vision Zero Action Plan. Public involvement and engagement were critical in shaping the Action Plan to ensure it addresses the community's top traffic safety concerns and priorities. The City led a robust engagement effort to obtain input from the stakeholders, task force team, and community members on their perception of traffic safety and concerns.

WORKSHOPS | FOCUS GROUP | TASK FORCE

EXISTING CONDITIONS | CRASH PROFILES | PUBLIC OUTREACH | COUNTER TOO

## How and where you travel



## Your travel safety concerns




## Where the Village can help make your trip safer



## How the Vi help mak trip s



- 29 percent of the reported traffic concerns were attributed to motor vehicles, while 33 percent were pedestrians.
- 73 percent of the reported traffic concerns were attributed to intersection safety, while 20 percent were related to pedestrian safety, and 19 percent to speeding.

- 27 percent of map tool comments included bicycle safety.
- Seven percent of map tool comments are related to intersection safety.

Among all reporte Trail, Johnson Boul Herbert Avenue, ar

COMMUNITY MEETINGS

MAP INPUT PLATFORM

OTHER OUTREACH EFFORTS

MEASURES
LBOX

SAFETY PROJECTS

ACTION PLAN

FUNDING

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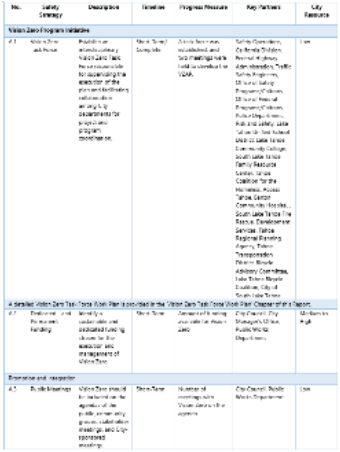


## How the Village can improve identified priority project locations?

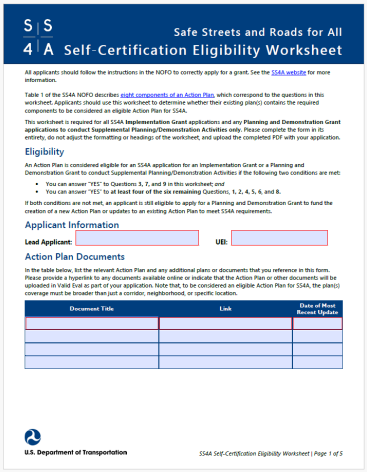
**Citywide project**

- Traffic Calming Policy and Toolbox
- Complete Street Policy and Design Standard
- Citywide Sign Inventory and Upgrade Project
  - In general, the stop sign should be combined with 2-way stop or 4-way stop plank
  - Check for speed limit signs missing on a lot of corridors
- Citywide Street Light Inventory Project
- Night-time Transit (Tahoe Transportation District) or Lake Link Transit Option
- Prioritize implementing stop bar at minor intersection within HIN
- Prioritize implementing centerline and edge line (fog line) bike routes and HIN
- Prioritize implementing sharrows on minor streets with bike routes and HIN
- Tree Trimming at stop signs
- Evaluate to consolidate driveways
- In general, the stop sign should be combined with 2-way stop or 4-way stop plank
- Back plate and retro reflective border for Signal for City signals

## Policies & Programs you recommend for safer streets



## Funding opportunities that help with Implementation



S|S
4|A Safe Streets and Roads for All
Self-Certification Eligibility Worksheet

All applicants should follow the instructions in the NOFO to correctly apply for a grant. See the SS4A website for more information.

Table 1 of the SS4A NOFO describes eight components of an Action Plan, which correspond to the questions in this worksheet. Applicants should use this worksheet to determine whether their existing plan(s) contains the required components to be considered an eligible Action Plan for SS4A.

This worksheet is required for all SS4A **Implementation Grant** applications and any **Planning and Demonstration Grant applications to conduct Supplemental Planning/Demonstration Activities only**. Please complete the form in its entirety, do not adjust the formatting or headings of the worksheet, and upload the completed PDF with your application.

Eligibility

An Action Plan is considered eligible for an SS4A application for an Implementation Grant or a Planning and Demonstration Grant to conduct Supplemental Planning/Demonstration Activities if the following two conditions are met:

- You can answer "YES" to Questions 3, 7, and 9 in this worksheet; *and*
- You can answer "YES" to **at least four of the six remaining** Questions, 1, 2, 4, 5, 6, and 8.

If both conditions are not met, an applicant is still eligible to apply for a Planning and Demonstration Grant to fund the creation of a new Action Plan or updates to an existing Action Plan to meet SS4A requirements.

Applicant Information

**Lead Applicant:** **UEI:**

Action Plan Documents

In the table below, list the relevant Action Plan and any additional plans or documents that you reference in this form. Please provide a hyperlink to any documents available online or indicate that the Action Plan or other documents will be uploaded in Valid Eval as part of your application. Note that, to be considered an eligible Action Plan for SS4A, the plan(s) coverage must be broader than just a corridor, neighborhood, or specific location.

| Document Title | Link | Date of Most Recent Update |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

U.S. Department of Transportation

*SS4A Self-Certification Eligibility Worksheet | Page 1 of 5*

ed intersection traffic concerns, US 50, Pioneer evard, Lakeview Avenue, Tahoe Keys Boulevard, nd US 89 had the highest traffic concerns.

29 percent of the traffic concerns were related to motor vehicles, while 33 percent were related to pedestrians, followed by 38 percent bicycle-related issues.

## COMMUNITY ENGAGEMENT APPROACH

- South Lake Tahoe is committed to safer streets for all to eliminate traffic deaths and severe injuries, guided by a comprehensive Vision Zero Action Plan.
- Listen to public perspectives about concerns, issues, and opportunities and key stakeholder input to inform projects, programs, and policies for inclusion in the Vision Zero Action Plan.
- Maintain an open, transparent, and collaborative process to gather meaningful feedback and share back what we heard and learned in developing the Action Plan.

## HOW WE ENGAGED THE COMMUNITY

The City has set a framework for Vision Zero efforts using three primary sources: stakeholder meetings, community feedback, and crash records. Stakeholder and public comments received through outreach, workshops, online engagement activities, online map input platforms, and a review of historic crashes within the City enabled the development of a robust set of recommendations that address safety concerns. The feedback received during these events has provided valuable insights into the lived experiences, problem areas, and desired solutions from those who travel daily on the City's roads. The community's input helped verify the safety analysis results and identify additional safety concerns not identified through the crash data. Engagement efforts to develop the City's Vision Zero Action Plan included:

- **Public and Stakeholder E-Notifications -** Sent from the City of South Lake Tahoe.
- **Media Release –** Information distributed to local media outlets to announce the engagement process and encourage broad participation.
- **Newsletter –** Insertion in South Lake Tahoe newsletters for community members who have signed up for updates from the City.
- **Website Content –** A dedicated website linked to the City's website was developed to provide information about the Vision Zero Action Plan and South Lake Tahoe crash data. The site also included information about how the public can be involved in the engagement process and a geo-mapping tool, allowing them to share comments and concerns and geo-locate them.
- **Social Media –** The City will regularly post on its social media channels, including Facebook and Instagram, to encourage participation in the process and announce public events.



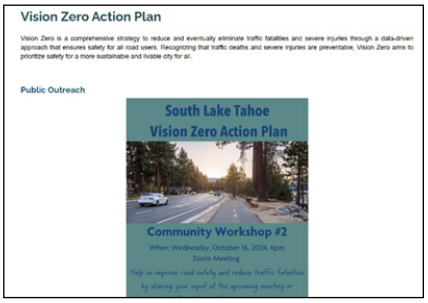
- **Word of Mouth Notification –** City Staff and the stakeholders assisted in spreading the word about the process and generating interest in the Community's Vision Zero Action Plan.
- **Community Meetings and Workshops –** Community members participated in two community outreach meetings where they shared feedback on their current traffic safety concerns and their preferred approaches to improving the safety of the city's roadway network. Two community outreach meetings were held on July 10th & October 16th, 2024. The City also engaged with members of the public, local business owners, other local government and agencies, interest groups, including transportation and mobility groups and neighborhood groups, and members of the public. Communications were made available to Spanish speakers upon request.



- **Vision Zero Task Force Group -** During two task force meetings, an interdisciplinary focus group commented on the City's Vision Zero planning process. The group included City employees, transportation experts, law enforcement officials, school districts, regional medical centers, emergency officials, mobility groups, TRPA, and residents. The outreach was supplemented by two task force meetings held on February 7th & October 3rd, 2024.



- **Website & Interactive Map Input Platform -** The Vision Zero website provided background information, the Vision Zero pledge, data from the crash analysis, and information on upcoming meetings and events for engagement. The website also provided links to online surveys and interactive maps, key public outreach components. This plan also considered the comments and input received by the City through the interactive map tool platform posted to the City's website. The interactive map was used to solicit feedback from South Lake Tahoe residents and stakeholders outside the confines of traditional meetings.








## ONLINE MAP TOOL

Community members and stakeholders shared their observations and concerns regarding locations and situations where crashes are occurring but are not necessarily being reported. They shared their knowledge and experiences of places where “near-miss” crashes were occurring were occurring and also indicated locations that did not "feel safe" where a risk of a crash could occur despite a lack of documented crash data. Although a risk had yet to materialize as an actual event, there is a general fear of a crash occurring, leading to an intuitive and rational sense that a particular location is unsafe.

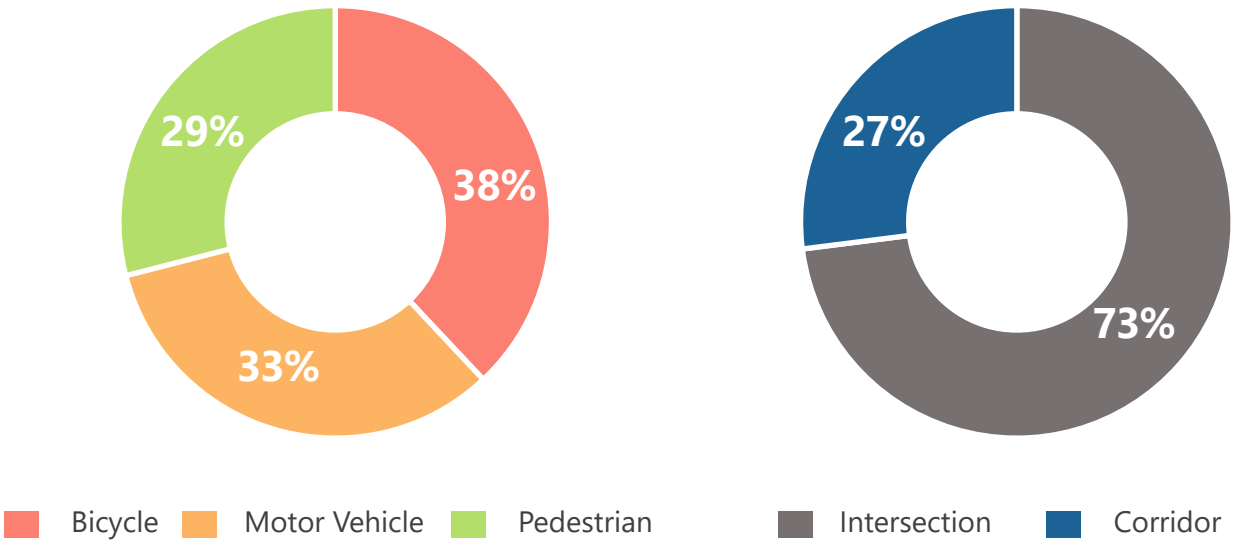
In total, 84 comments were received through the project website. Most of the comments received were about US 50, Pioneer Trial, Al Tahoe Boulevard, Keller Road, Johnson Boulevard, Lakeview Avenue, Tahoe Keys Boulevard, and Herbert Avenue. The most common concerns involved bicycle-pedestrian safety and speeding. The results of the interactive map are shown below. In the screenshot of the map input platform below, each dot and line represents a comment provided by a community member. Comments received from the community are attached in **Appendix B**.



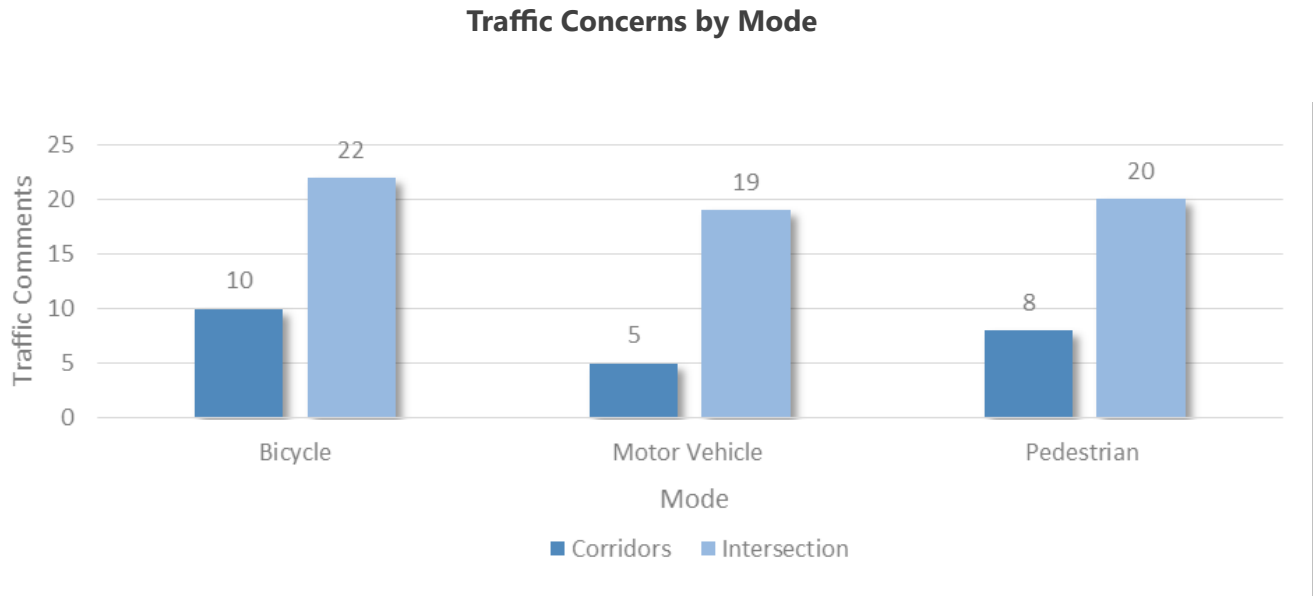

Screenshots of the interactive map input platform representing dot and line showing comments provided by the community members

## SUMMARY OF TRAFFIC CONCERNS RECEIVED FROM THE COMMUNITY

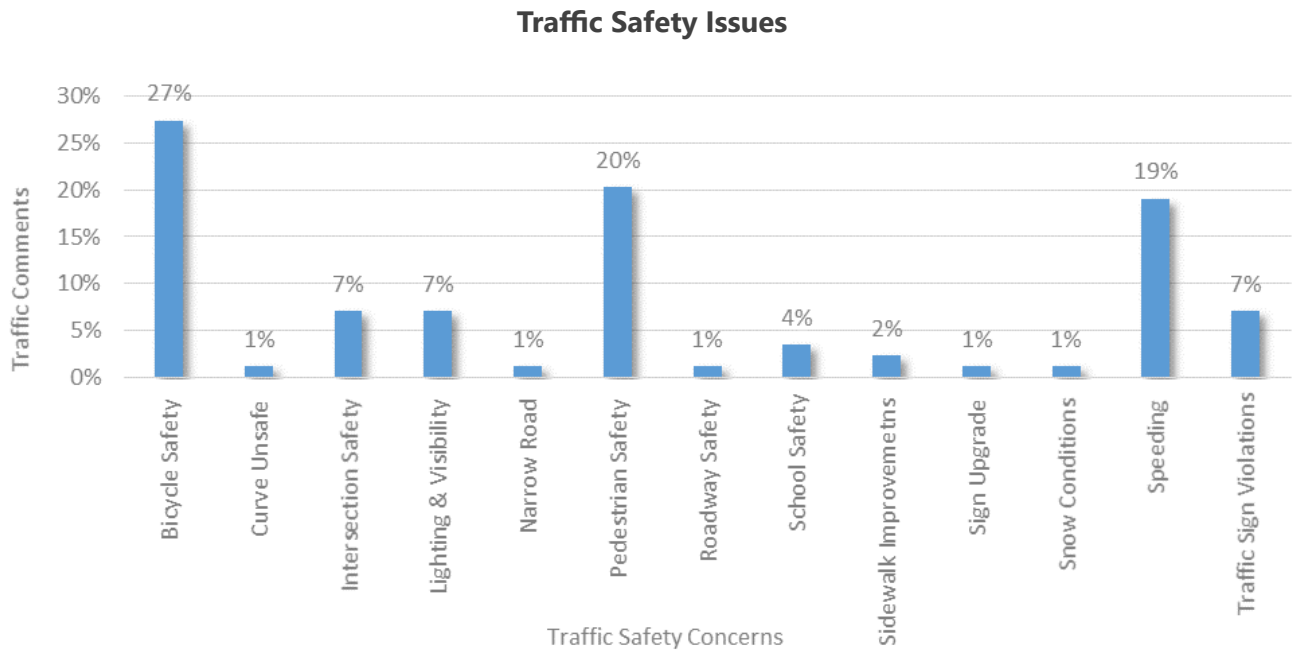
The engagement effort obtained 61-point comments at intersections (73 percent) and 23 line comments related to corridors (27 percent) from the community. 29 percent of the traffic concerns were related to motor vehicles, while 33 percent were related to pedestrians, followed by 38 percent bicycle-related issues. The chart below illustrates the total number of traffic concerns reported, categorized by bicycle, pedestrian, and motor vehicle-related concerns.



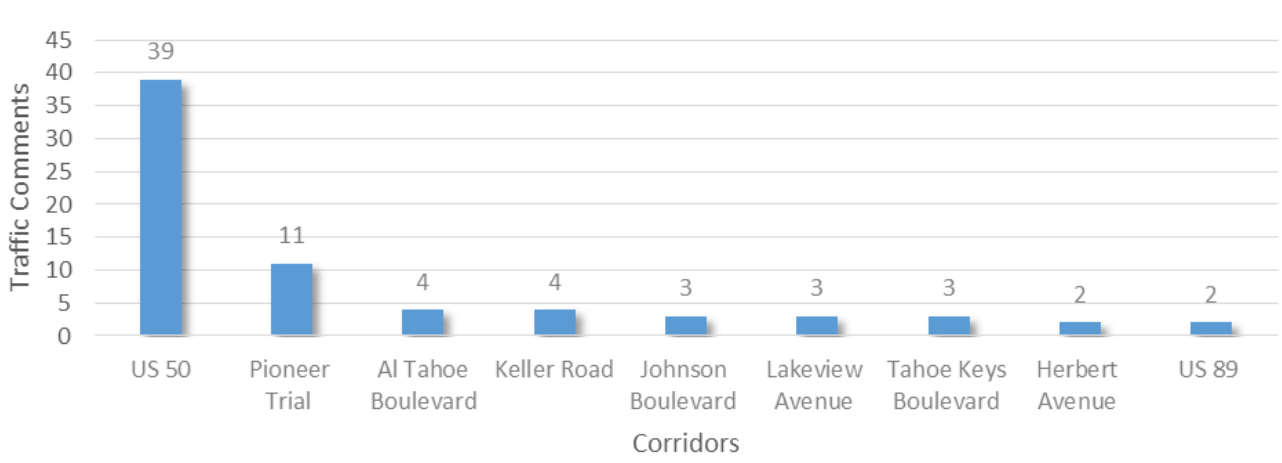

Of the reported traffic concerns, 19 comments were attributed to motor vehicles at intersections, while five were related to corridors. The graph below illustrates several pedestrian and bicycle safety concerns, with reported incidents at both intersections and along the corridors.



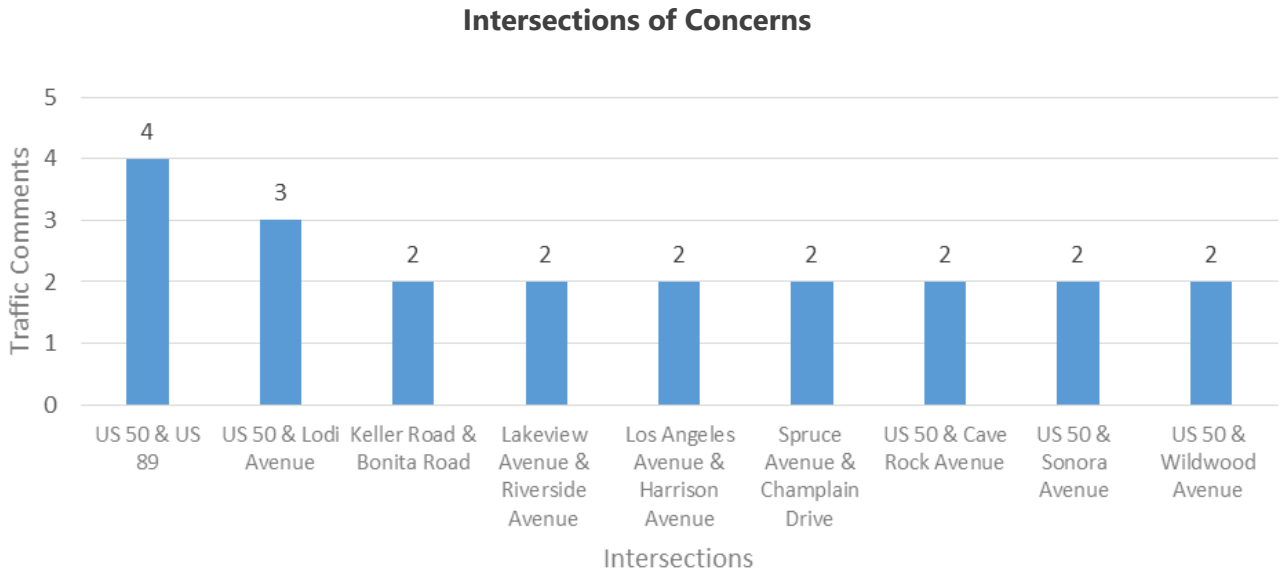
The graph below illustrates that 27 percent of the reported traffic concerns were attributed to bicycle safety. In comparison, 20 percent were related to pedestrian safety, and 19 percent of speeding-related traffic issues were reported. Other reported concerns include the unsafe curve, intersection safety, lighting, visibility, school safety, sidewalk improvements, sign upgrades, and traffic sign violations.




The graph below shows that the community has significant traffic concerns on US 50, followed by Pioneer Trail, Al Tahoe Boulevard, and Keller Road. It should be noted that these corridors are also identified as high-injury network corridors based on crash data between 2014 and 2023. Additionally, the community highlighted several other corridors of concern, including Johnson Boulevard, Lakeview Avenue, Tahoe Keys Boulevard, Herbert Avenue, and US 89.



The intersection of US 50 and US 89 had the highest traffic concerns among all reported intersections, followed by US 50 and Lodi Avenue, Keller Road and Bonita Road, Lakeview Avenue and Riverside Avenue, and Los Angeles Avenue and Harrison Avenue. The graph below illustrates all the intersections with the most reported traffic concerns.




Feedback from public meetings and website inputs highlight several key themes: concerns about speeding, especially among pedestrians and bicyclists who were the most vulnerable; the need for improved road striping, signage, and traffic signals; suggestions for more roundabouts and traffic calming measures; and calls for enhanced education and enforcement, particularly for young drivers.

There is strong support for exploring technologies like neighborhood traffic calming, speed management measures, emergency preemption, and pedestrian safety improvements. Specific problematic locations include Johnson Boulevard, Lakeview Avenue, and Tahoe Keys Boulevard corridors. Additionally, there are suggestions for targeted education campaigns and public awareness efforts focusing on pedestrian and bicycle safety.


THE CROSSING
elevate
EMANATE
PTRevolution
pelodog

# DATA-DRIVEN APPROACH

Vision Zero uses a data-driven approach to identify and implement objective, equitable, transparent solutions, and, most importantly, to eliminate traffic fatalities and serious injuries. It also shifts the focus of safety projects from being reactive to proactive. Because the Safe System Approach acknowledges that humans will make errors and that crashes will occur, data is needed to identify locations and roadway features that may be more prone to higher crash rates and to engineer customized solutions to address these potential problems.

The stories and perceptions others share are essential to a successful discussion and consideration in developing the Vision Zero Action Plan. While traffic safety is frequently couched in terms of data analysis, we understand that no one wants themselves, their family members, or their neighbors to be viewed as statistics. However, data gives us a place to start an objective conversation about roadway safety in South Lake Tahoe. Roadway characteristics, such as the number of lanes, posted speed limits, and intersection control types, are essential in identifying historic collision trends and helping cities proactively identify high-risk locations.

Understanding where and why deadly and life-altering injury crashes are happening more frequently helps planners, engineers, and policymakers to understand better the various environmental, behavioral, and systemic factors that contribute to these types of crashes, as well as strategies for how to address them. Accounting for deadly and life-altering injury crashes acknowledges the magnitude of these crashes in people's lives. It focuses the City's efforts on improvements with the most significant potential to achieve the goal of zero.

This action plan is informed by analyzing crashes occurring in the City between 2014 to 2023 using the State of California's Statewide Integrated Traffic Records System (SWITRS). Crash data from CROSSROADS was available only for 2020 through 2023 and was also accounted for as a part of the data set. This data is a primary resource for the City's Vision Zero Action Plan. A combination of crash information from SWITRS and CROSSROADS was used to describe historic crash trends and identify high-risk locations within the City. Property Damage Only (PDOs) are not included in this crash analysis. Detailed crash analysis is included in **Appendix C** of the report. It should be noted that a separate analysis was done for crashes on city-operated streets and on state-operated routes. Vision Zero work has also highlighted the disproportionate burden traffic crashes have on vulnerable populations, such as disadvantaged communities. The analysis also incorporated roadway characteristics and demographic datasets into its collision analysis to understand how these patterns play out locally.

## BUILDING ON EXISTING EFFORTS

An analysis of crash records offered the City valuable insights into the "who, what, when, where, and why" of traffic crashes, particularly those resulting in fatalities or serious injuries. In this plan, the acronym KSI is used to represent crashes where someone was killed (K) or sustained a severe injury (SI).

By analyzing crash records, the City gained insights into the individuals involved, the factors contributing to the crashes, the timing, locations, and the reasons behind crashes, especially those leading to fatalities or severe injuries. Between 2014 and 2023, the City observed a total of 373 injury crashes, including 17 killed and 49 serious injuries.

Of the 373 injuries reported, 152 crashes occurred on city streets and 221 on state routes. Among the 152 injury crashes on city streets, 15 percent (23) were KSI crashes, while 19 percent (43) of the 221 injury crashes on state routes were KSI crashes.

**Crashes by Severity on City Streets and State Routes (2014-2023)**

| Crash Severity | Roadway Segment | Intersection | Total |
|---|---|---|---|
| Killed | 4 | 13 | 17 |
| Severe Injury | 9 | 40 | 49 |
| Visible Injury | 22 | 105 | 127 |
| Complaint of Pain | 34 | 146 | 180 |
| **Total** | **69** | **304** | **373** |

Note: Crashes in the table above are recorded from 2014 to 2023 using the State of California's Statewide Integrated Traffic Records System (SWITRS) and CROSSROADS.

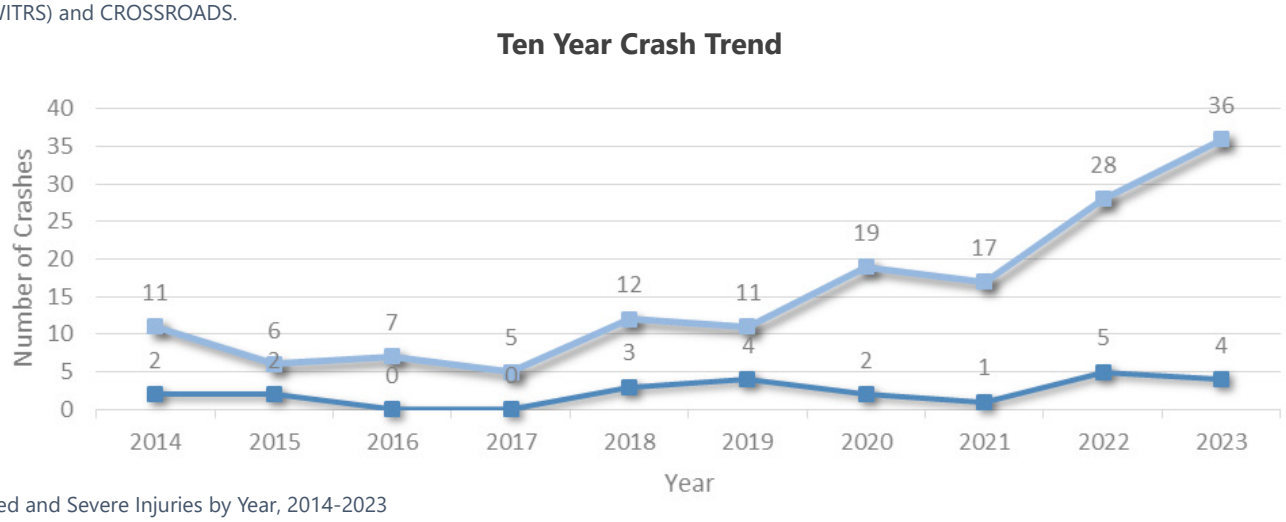
## COLLISION SUMMARY FOR CITY STREETS

The table below summarizes crash severity data categorized by location type on City streets. The data shows the number of individuals affected across four severity levels: fatalities, severe injuries, visible injuries, and complaints of pain.

**Crashes by Severity on City Streets (2014-2023)**

| Crash Severity | Roadway Segment | Intersection | Total |
|---|---|---|---|
| **Killed** | **1** | **3** | **4** |
| **Severe Injury** | **4** | **15** | **19** |
| Visible Injury | 6 | 54 | 60 |
| Complaint of Pain | 8 | 61 | 69 |
| Total | 19 | 133 | 152 |

Note: Crashes in the table above are recorded from 2014 to 2023 using the State of California's Statewide Integrated Traffic Records System (SWITRS) and CROSSROADS.

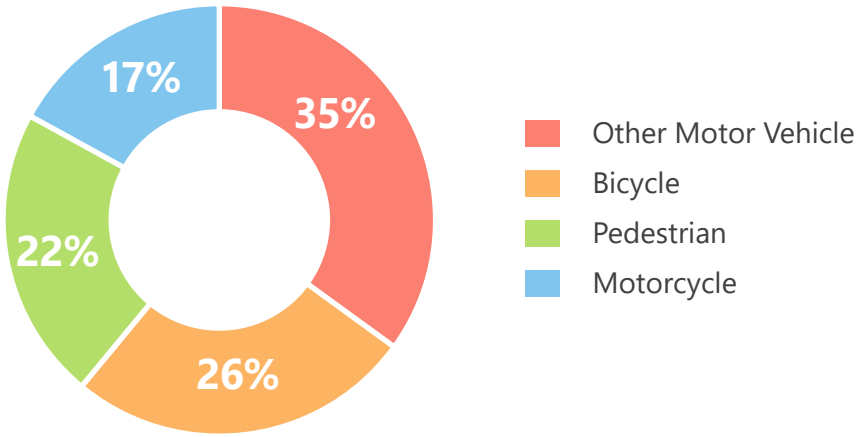



Killed and Severe Injuries by Year, 2014-2023

The graph above displays the total number of crashes and the occurrences of killed and severe injury crashes across the most recent ten years of accessible data. Over this period, KSI crashes have remained relatively low and stable, ranging from zero to five per year, with minor peaks observed in 2019, 2022, and 2023. In contrast, injury crashes have shown a significant upward trend, starting at 11 in 2014 and peaking at 36 in 2023. Notable injury crashes occurred in 2020, 2022, and 2023, indicating a rising concern for traffic-related injuries despite the relatively stable KSI crash rates. This suggests that while fatalities and serious injuries have not significantly increased, the overall number of traffic-related injuries has risen sharply in recent years. Based on conversations with the City, the local police department changed its procedure for collecting and processing crash data in 2020, possibly contributing to the spike observed post-2020. Tourism post-lockdown from the COVID-19 pandemic may also have contributed to the observed increase.

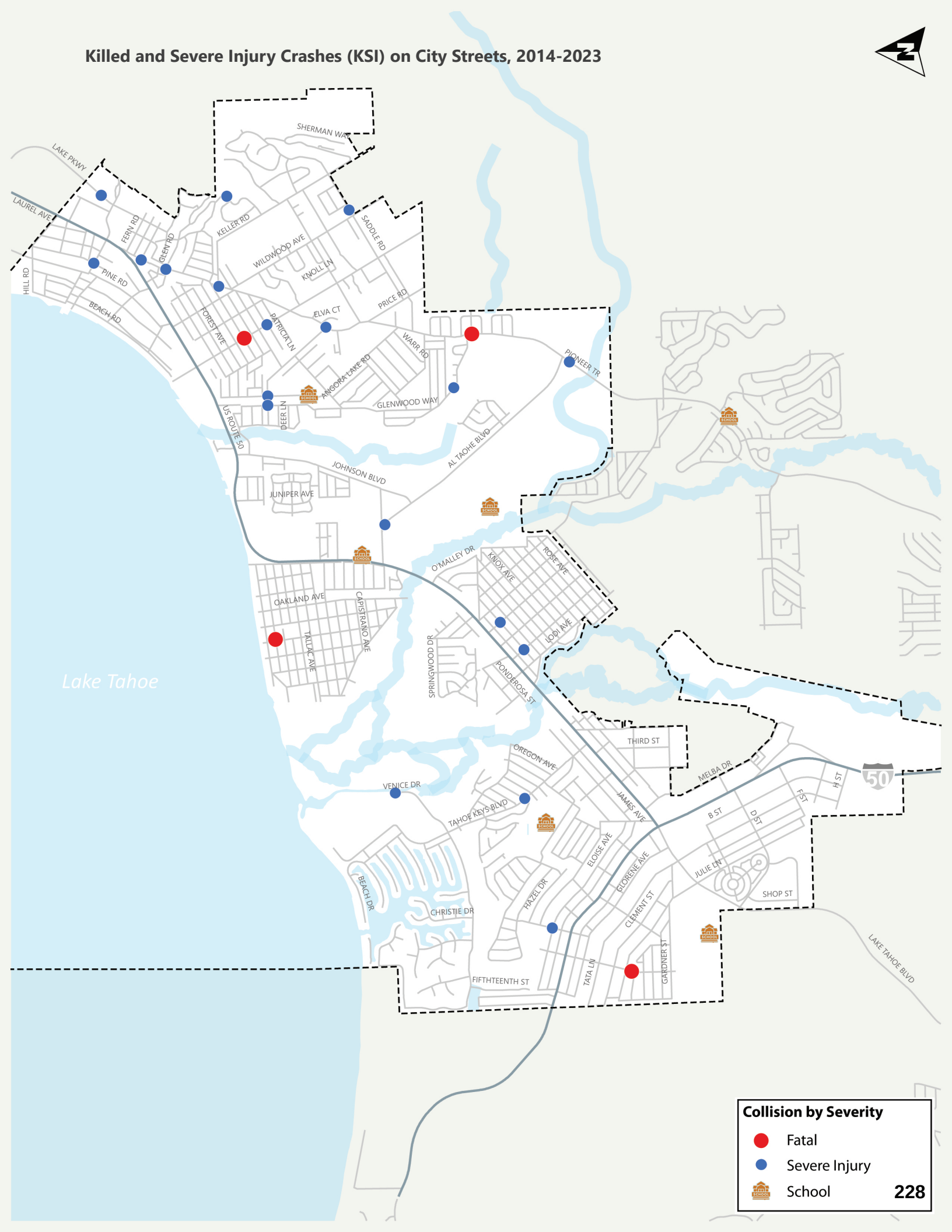
The pie chart below shows that 48 percent of all KSI crashes involved either a pedestrian or bicyclist, 17 percent involved motorcyclists and the remaining 35 percent involved other vehicles.

**Killed and Severe Injury Crashes by Mode**




Crashes by Mode on City Streets, 2014-2023

# Killed and Severe Injury Crashes (KSI) on City Streets, 2014-2023





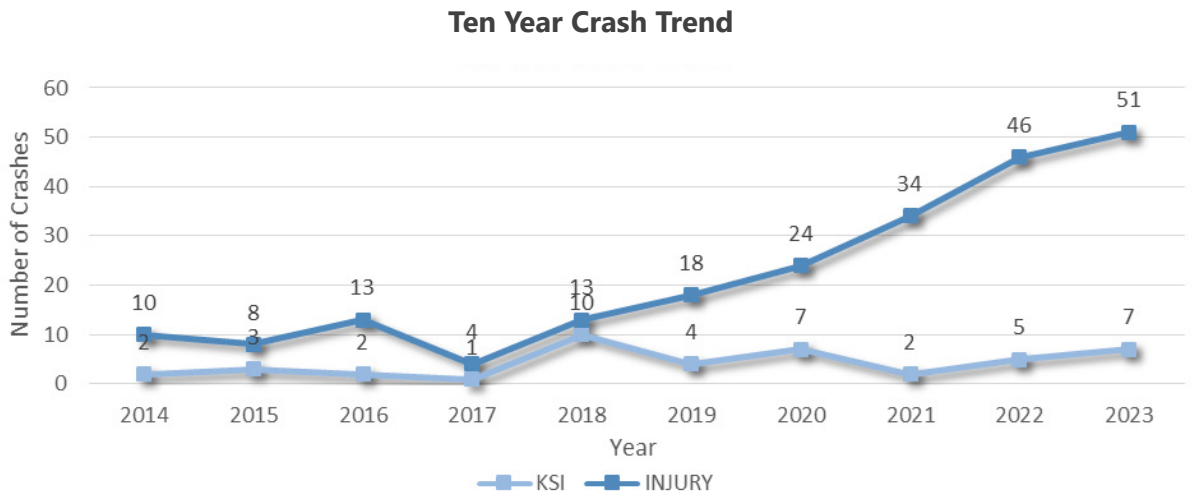
## COLLISION SUMMARY FOR STATE ROUTES

The table below summarizes crash severity data categorized by location type on State Routes. The data shows the number of individuals affected across four severity levels: fatalities, severe injuries, visible injuries, and complaints of pain.

**Crashes by Severity on State Routes (2014-2023)**

| Crash Severity | Roadway Segment | Intersection | Total |
|---|---|---|---|
| **Killed** | **3** | **10** | **13** |
| **Severe Injury** | **5** | **25** | **30** |
| Visible Injury | 16 | 51 | 67 |
| Complaint of Pain | 26 | 85 | 111 |
| Total | 50 | 171 | 221 |

Note: Crashes in the table above are recorded from 2014 to 2023 using the State of California's Statewide Integrated Traffic Records System (SWITRS) and CROSSROADS.

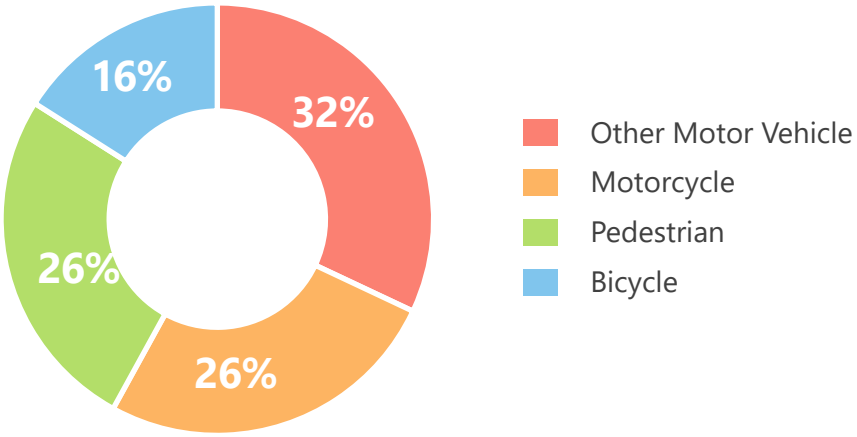



Killed and Severe Injuries by Year, 2014-2023

The graph above displays the total number of crashes and the occurrences of killed and severe injury crashes across the most recent ten years of accessible data. Various factors, including driving behavior or changes in traffic patterns and roadway utilization, may have influenced this increase. Over this period, KSI crashes have been fluctuating, ranging from one to 10 per year, with minor peaks observed in 2018, 2020, and 2023. In contrast, injury crashes have shown a significant upward trend, starting at 13 in 2018 and peaking at 51 in 2023. Notable injury crashes occurred in 2020, 2021, 2022, and 2023, indicating a rising concern for traffic-related injuries despite the relatively stable KSI crash rates. This suggests that while fatalities and serious injuries have not significantly increased, the overall number of traffic-related injuries have risen sharply in recent years. Based on conversations with the City, the local police department changed its procedure for collecting and processing crash data in 2020, possibly contributing to the spike observed post-2020. Tourism post-lockdown from the COVID-19 pandemic may also constitute the observed increase.

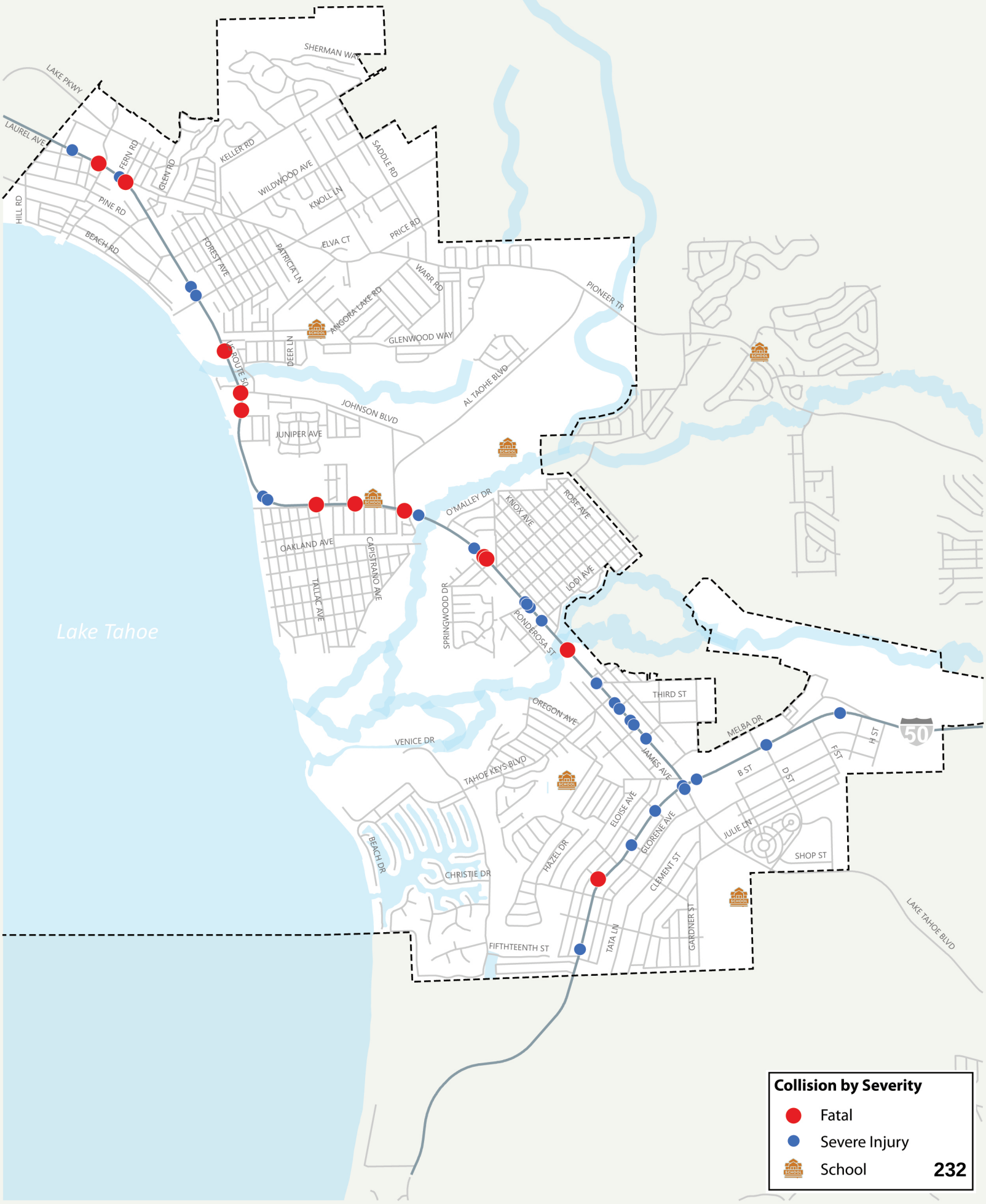
This pie chart below shows that 42 percent of KSI crashes either involved a pedestrian or a bicyclist, 26 percent involved motorcyclists and the remaining 32 percent involved other motor vehicles.

**Killed and Severe Injury Crashes by Mode**




Crashes by Mode on State Routes, 2014-2023

# Killed and Severe Injuries on State Routes, 2014-2023



**The data-driven process includes the following:**

**Identifying Crash Trends:** Review crash data to assess patterns and trends related to when, where, and why crashes occur and who is involved.

**Identifying High Injury Network:** Identify corridors where a significant number of killed and severe injury crashes frequently occur.

**High Injury Intersections:** Identify specific intersections where a significant number of killed and severe injury crashes frequently occur.

**Identifying Collision Profiles:** Integration of various crash factors to categorize and recognize the most common types of crashes.

**Developing a Countermeasure Toolbox:** Compile effective countermeasures based on nationwide research and best practices, aligning them with corresponding collision profiles.

**Identifying Priority Project Locations:** The selection of priority projects on high-injury network based on crash frequency and density and verified by input from the community engagement process.





### 80 Percent

of KSI crashes occurred at intersections



### 58 Percent

of KSI crashes occurred during night-time.



### 18 Percent

of KSI crashes involved driving under the influence of alcohol or drugs (DUI).



### 41 Percent

Broadside crashes make up 41 percent of all KSI Crashes.



### 44 Percent

Pedestrian and Bicycle crashes account for 44 percent of all KSI crashes.



### 26 Percent

Automobile right-of-way violations account for 26 percent of all KSI crashes



### 36 Percent

Crashes involving individuals aged 20-39 represent 36 percent of all KSI crashes.



### 18 Percent

Between 2014 to 2023, 373 injury crashes occurred, including 18 percent being KSI crashes.

**Note:** The percentage values are rounded to whole numbers. This means the data is presented without decimal points, providing a simplified and more easily interpretable overview of the statistics.

This table compares killed and severe Injury (KSI) crashes on city streets and state routes within the City's jurisdictional boundaries. The percentages and counts reflect the proportion of each crash type on City streets versus State Routes, identifying distinct patterns that can inform targeted safety measures.

**Killed and Severe Injury (KSI) Crash Trend Analysis:**

| Crash Trends | City Streets (KSI Crashes) | State Routes (KSI Crashes) |
|---|---|---|
| Broadside Crashes | 39% (9) | 42% (18) |
| Nighttime Crashes | 43% (10) | 65% (28) |
| Age Group 20-39 | 30% (7) | 40% (17) |
| Automobile Right of Way | 17% (4) | 30% (13) |
| Driving Under Influence | 22% (5) | 16% (7) |
| Pedestrian and Bicycle Crashes | 48% (11) | 42% (18) |

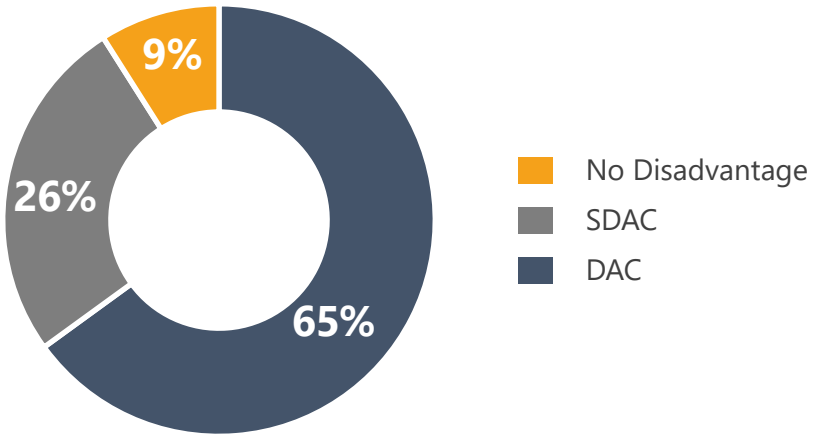
# EQUITY

The Vision Zero Action Plan acknowledges that historic and continuing inequities lead to disparities in how communities experience traffic safety and transportation outcomes in South Lake Tahoe. Low-income and minority communities are more likely to be located near highways and other transportation facilities that produce local reduced air quality and to suffer from adverse health effects such as asthma. Households in low-income areas typically own fewer vehicles, have longer commutes, and incur higher transportation costs. These communities are also less likely to have convenient access to parks, healthcare, and healthy food. Inadequate infrastructure (e.g., gaps in sidewalks, inadequate lighting, or vehicle-first-oriented design) can prevent people from using active transportation and create hazardous situations for those with no choice but to use active transportation to get around.

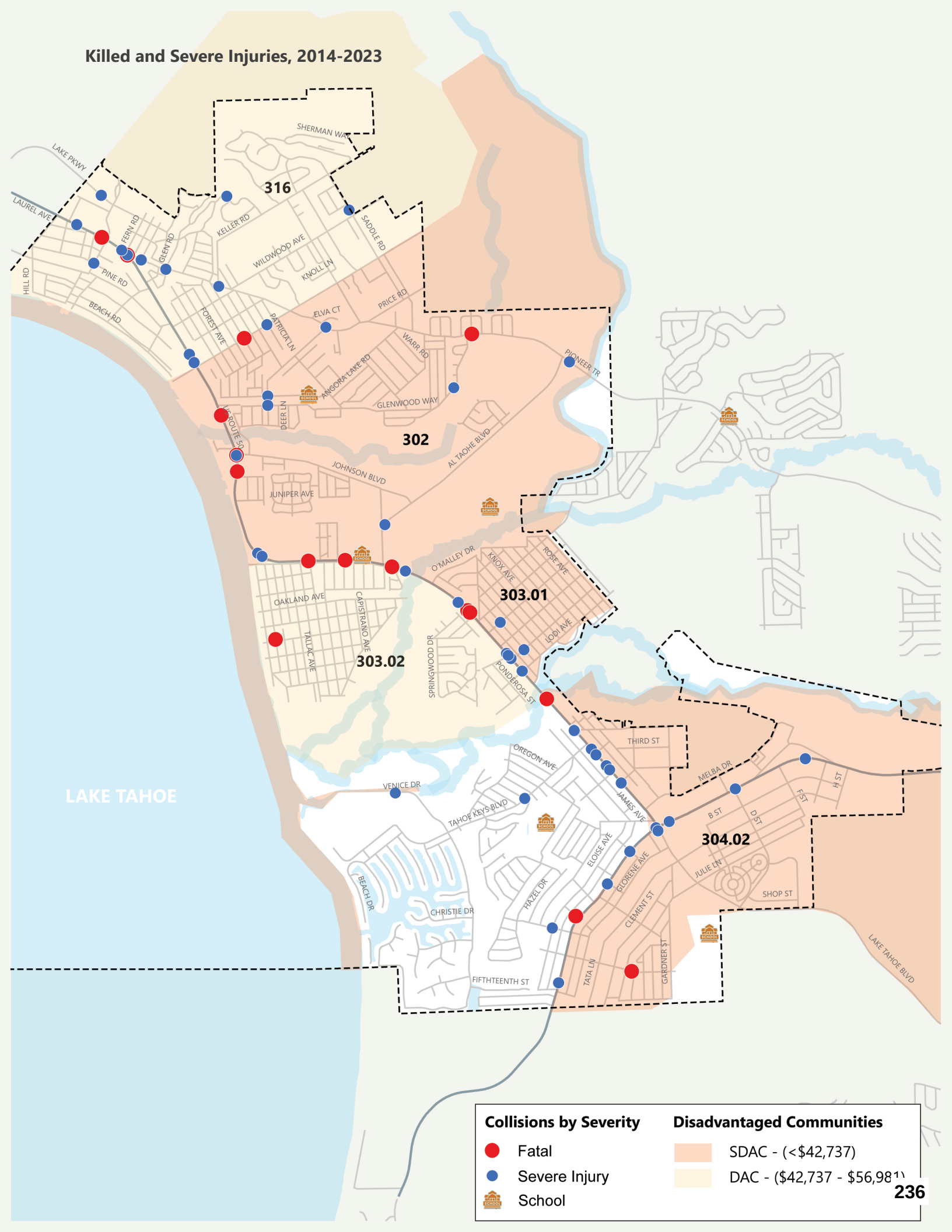
The results of inequitable transportation infrastructure lead to higher deaths and severe injuries. The US Department of Transportation (USDOT) published the National Roadway Safety Strategy, which shows that American Indian or Alaskan Native, Black or African American, and Native Hawaiian or other Pacific Islander communities have roadway fatality rates that are higher than the national rate. These inequities perpetuate when planning and decision-making processes do not adequately consider input and feedback from communities with limited means or ability to participate effectively. Further, enforcement, a popular countermeasure to enhance safety, might not correct safety risks arising from policy or built environment limitations. Vision Zero planning that holistically considers equity can understand and mitigate uneven safety outcomes.



Disadvantaged communities (DAC) in South Lake Tahoe are identified as Severely Disadvantaged Communities (SDAC) with income less than $42,737 and DAC with income between $42,737 and $56,981. The figure below shows the disadvantaged communities in South Lake Tahoe.




Sixty-five percent of KSI crashes occurred in DAC, and 26 percent in SDAC. Nine percent of killed or Serious Injury (KSI) crashes were in other communities. South Lake Tahoe Vision Zero Action Plan lays the foundation for pursuing investments that bring equitable futures for its residents. The action plan tackles this by using an equity-informed approach at each step of the planning and implementation process. Equity analysis identifies disproportionate roadway safety burdens in disadvantaged communities.


Killed and Severe Injuries, 2014-2023
316
302
303.01
303.02
304.02
LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
SADDLE RD
HILL RD
PINE RD
BEACH RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
PIONEER TR
US ROUTE 50
JOHNSON BLVD
AL TAHOE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
CAPISTRANO AVE
TALLAC AVE
SPRINGWOOD DR
PONDEROSA ST
LODI AVE
THIRD ST
OREGON AVE
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
MELBA DR
B ST
D ST
F ST
H ST
ELOISE AVE
GLORENE AVE
JULIE LN
SHOP ST
BEACH DR
CHRISTIE DR
HAZEL DR
CLEMENT ST
GARDNER ST
TATA LN
FIFTHTEENTH ST
LAKE TAHOE BLVD
Collisions by Severity
Fatal
Severe Injury
School
Disadvantaged Communities
SDAC - (<$42,737)
DAC - ($42,737 - $56,981)

The community input gathered during the public engagement supplemented the findings. The Vision Zero Action Plan attempts to mitigate inequities by using these findings to inform the selection and prioritization of safety projects and countermeasures.

The Average Annual Fatality Rate for South Lake Tahoe is 5.33 persons killed per 100,000 residents. This rate is lower than the comparable rates for El Dorado County and the State of California, which are 13.87 and 10.12, respectively.

**Comparative Fatality Rates[2]**

| Crash Severity | Population (2020 Census) | % of Disadvantaged Population (ETC) | Total Fatalities (2017-21) | Killed Crashes per Year (2017-21) | Average Annual Fatality Rate (per 100k pop) |
|---|---|---|---|---|---|
| California | 39,300,000 | 36% | 19.894 | 3,978.8 | 10.12 |
| El Dorado County | 190,300 | 6% | 132 | 26.4 | 13.87 |
| South Lake Tahoe | 28,100 | 0% | 6 | 1.2 | 5.33 |

2 Data from NHTSA - FIRST and US Department of Transportation's Equitable Transportation Community Explorer Screening Tool National Results.



# HIGH-INJURY NETWORK

By conducting a comprehensive analysis of crash data, we can begin to pinpoint the factors contributing to killed and severe injuries on our roadways, encompassing various modes of transportation to establish the High Injury Network (HIN). The HIN can help focus safety improvements on priority corridors where the most severe crashes happen with the highest frequency. In developing the High Injury Network (HIN) on City streets and State Routes, factors considered were understanding the effects of how the crashes occurred spatially while also considering the geographic extent of these crashes so that the most critical hot spots and corridors could be identified. By concentrating on these high-priority streets and intersections, the City can efficiently allocate limited resources, such as funding and staff time, where they can significantly enhance traffic safety.

South Lake Tahoe experienced a total of 373 injury crashes. Of these, the High Injury Network (HIN) accounted for 75 percent (278 crashes) of all injury crashes. Additionally, 18 percent of all KSI crashes (66 crashes) occurred within the HIN. The entire roadway network in South Lake Tahoe spans 139 miles, yet only 3 percent of this network (4.6 miles) is classified as high-injury roadways.

Criteria considered to prioritize these segments and corridors:

- Crashes involving killed and severe injuries.
- Crashes involving visible injuries and complaint of pain.
- Crashes involving pedestrians.
- Crashes involving bicyclists.
- Crashes occurring at intersections.

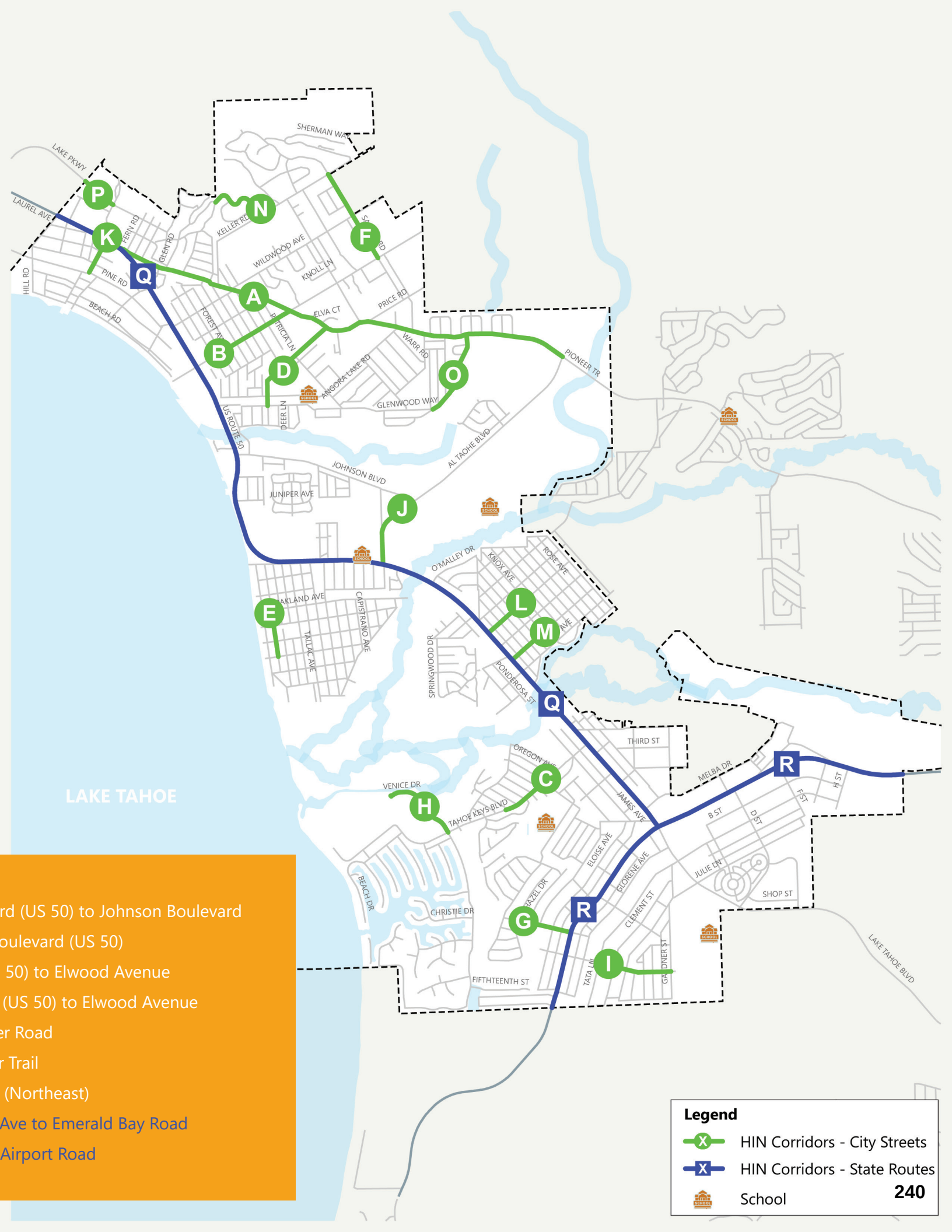
## HIGH INJURY CORRIDORS - CITY STREETS

Between 2014 and 2023, 16 corridors in the City accounted for four killed crashes and 19 severe injuries crashes listed below. Lake Tahoe Boulevard (US 50) and Emerald Bay Road (SR 89) accounted for 13 killed crashes and 30 severe injury crashes. Additional details on high injury network-based locations are all included in **Appendix C**.

**Corridors that had the highest number of KSI crashes include:**

A. Pioneer Trail: Lake Tahoe Boulevard (US 50) to City Limits (South)
B. Ski Run Boulevard: Paradise Avenue to Pioneer Trial
C. Tahoe Keys Boulevard: Colorado Avenue to Idaho Avenue
D. Blackwood Road: Glenwood Way to Pioneer Trail
E. Merced Avenue: Fresno Avenue to Oakland Avenue
F. Saddle Road: Ski Run Boulevard to Keller Road
G. 12th Street: Anita Avenue to Emerald Bay Road (SR 89)
H. Venice Drive: Tahoe Keys Boulevard to Venice Drive
I. 13th Street: Tata Lane to Gardner Street
J. Al Tahoe Boulevard: Lake Tahoe Bouleva
K. Park Avenue: Pine Road to Lake Tahoe B
L. Reno Avenue: Lake Tahoe Boulevard (US
M. Stockton Avenue: Lake Tahoe Boulevard
N. Pine Hill Road: Rocky Point Road to Kelle
O. Glenwood Way: Rancho Drive to Pioneer
P. Lake Parkway: Park Avenue to City limits
Q. Lake Tahoe Boulevard (US 50): Stateline
R. Emerald Bay Road (SR 89): West Way to

Note: Corridors highlighted in the Blue are state routes.


LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
PINE RD
BEACH RD
HILL RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
PIONEER TR
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
US ROUTE 50
JOHNSON BLVD
AL TAHOE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
CAPISTRANO AVE
TALLAC AVE
SPRINGWOOD DR
PONDEROSA ST
OREGON AVE
THIRD ST
MELBA DR
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
B ST
D ST
F ST
H ST
ELOISE AVE
ELORENE AVE
JULIE LN
SHOP ST
BEACH DR
CHRISTIE DR
HAZEL DR
CLEMENT ST
GARDNER ST
TATA LN
FIFTHTEENTH ST
LAKE TAHOE BLVD
P
N
F
K
Q
A
B
D
O
E
J
L
M
C
H
G
I
R
rd (US 50) to Johnson Boulevard
oulevard (US 50)
50) to Elwood Avenue
(US 50) to Elwood Avenue
er Road
r Trail
(Northeast)
Ave to Emerald Bay Road
Airport Road
Legend
HIN Corridors - City Streets
HIN Corridors - State Routes
School
240

# COUNTERMEASURE TOOLBOX AND COLLISION PROFILES

The City has developed several critical countermeasures for implementing safety projects. These countermeasures encompass strategies in engineering, education, and enforcement. The toolbox consists of countermeasures, covering aspects of roadway design, pedestrian safety, bicyclist safety, operations and signal timing, speed management, signage and marking, transit, micro-transit, and even include elements of education, public awareness, and enforcement.

The toolbox is intended to assist the City in identifying the most suitable countermeasure for specific safety measures, recognizing that not all treatments are appropriate for all roadway types. The following section identifies collision profiles, and the relevant countermeasure has been assigned to each. This toolbox can be considered a roster of countermeasures the City has to address safety-related concerns. The collision profiles represent crashes on City streets and State Routes.

The countermeasures were evaluated using three criteria: Efficacy, Cost, and Complexity, and a score was assigned to each criterion. The proposed countermeasure must be evaluated case by case, based on the mountain conditions, snow removal operations, etc.:

Efficacy: This refers to the expected safety benefit determined through academic research and industry standards.

Cost: The overall expense involved in designing, implementing, and maintaining the countermeasure.

Complexity: The anticipated level of difficulty the City may encounter when implementing the countermeasure.

**High:** ■ ■ ■

**Medium:** ■ ■ □

**Low:** ■ □ □

The Federal Highway Administration (FHWA) CMF Clearinghouse guides where to apply the countermeasures, including the crash types each countermeasure would address, and a Crash Reduction Factor (CRF) for each countermeasure. The project team reviewed the (FHWA) CMF Clearinghouse and published research papers to gain additional insight into CRFs and the effectiveness of specific countermeasures.When selecting countermeasures and CMFs to apply to their particular safety needs, local agency safety practitioners should consider the availability, applicability, and quality of CMFs.

Only Crash Types, CRFs and Expected Lives of the countermeasures are provided in this section. Fields in the countermeasure tables are:

**Crash Types -** "All", "Ped-Bike" (Pedestrian and Bicycle), "Night", "Emergency Vehicle", or "Animal".

**CRF -** CRF stands for Crash Reduction Factor. It represents the percentage or proportional reduction in crashes resulting from implementing a specific safety measure or intervention compared to a baseline condition without that intervention. CRFs are derived from empirical studies, research, and data analysis conducted to evaluate the effectiveness of various traffic safety strategies.

**Expected Life -** Expected life typically refers to the anticipated duration or lifespan of a product, asset, or infrastructure before it needs replacement, major maintenance, or becomes obsolete. It indicates the expected durability and reliability of individual components.

The detailed countermeasure toolbox is attached in the report's **Appendix D**.


option

# COLLISION PROFILES

The City has identified the top nine collision profiles that emphasize the trends in crashes resulting in people being killed or severely injured. These profiles are developed by analyzing crash data and relevant environmental factors. Each profile identifies a crash type that is considered a priority concern. Accompanying each profile are safety countermeasures most applicable to the specific crash and location context. These countermeasures form a toolbox of safety interventions that the City will utilize to implement projects tailored to address unique safety issues.

The collision profiles encompass diverse crash attributes, such as pedestrian crashes, alongside contextual factors like the crash location, such as occurring at intersections. Notably, individual crashes could align with multiple profiles. To illustrate, a crash might simultaneously fall under both during nighttime and involve a driver under the influence of drugs or alcohol.

The following pages present nine collision profiles with descriptions and relevant countermeasures.

**Note:** Crash patterns at intersections and along corridors on city streets and state routes have been similar. These profiles encompass crashes occurring on City Streets and State Routes. The City Streets have observed 23 KSI Crashes, and State Routes have observed 43 KSI Crashes. The City of South Lake Tahoe has observed 66 KSI Crashes between 2014- 2023.

## COLLISION PROFILES

**Profile 1:** Improve safety at Intersections (Signalized and Non-Signalized Intersections)

**Profile 2:** Address Pedestrian Violation

**Profile 3:** Address Pedestrian Crashes at Intersections

**Profile 4:** Address Bicycle Crashes at Intersections

**Profile 5:** Reduce Nighttime Crashes

**Profile 6:** Driving Under Influence (DUI)

**Profile 7:** Address Broadside Crashes

**Profile 8:** Address Motorcycle Crashes at Intersections

**Profile 9:** Improve 40+MPH Streets

## COLLISION PROFILES: CITY STREETS

| Collision Profiles | Number of KSI Crashes | Number of all motor vehicle KSI Crashes | Number of bicycle KSI Crashes | Number of pedestrians KSI Crashes |
|---|---|---|---|---|
| Safety at Intersections (Signalized and Non-Signalized Intersections) | 18 | 9 | 6 | 3 |
| Address Pedestrian Violation | 3 | 0 | 0 | 3 |
| Address Pedestrian Crashes at Intersections | 3 | 0 | 0 | 3 |
| Address Bicycle Crashes at Intersections | 6 | 0 | 6 | 0 |
| Reduce Nighttime Crashes | 10 | 5 | 1 | 4 |
| Driving Under the Influence (DUI) | 5 | 4 | 1 | 0 |
| Address Broadside Crashes | 9 | 5 | 4 | 0 |
| Address Motorcycle Crashes at Intersections | 4 | 4 | 0 | 0 |
| Improve 40+ MPH Streets | 1 | 1 | 0 | 0 |

Please Note: Due to the possibility of a single crash being classified under multiple profiles, the figures in the table do not total up to 100%. In cases where a cell lacks a killed or severe injury percentage, zero killed or severe injury crashes are recorded for the indicated mode within that particular profile. The total number of KSI Crashes on city streets is **23**.



## COLLISION PROFILES: STATE ROUTES

| Collision Profiles | Number of KSI Crashes | Number of all motor vehicle KSI Crashes | Number of bicycle KSI Crashes | Number of pedestrians KSI Crashes |
|---|---|---|---|---|
| Safety at Intersections (Signalized and Non-Signalized Intersections) | 35 | 21 | 7 | 7 |
| Address Pedestrian Violation | 8 | 0 | 0 | 8 |
| Address Pedestrian Crashes at Intersections | 7 | 0 | 0 | 7 |
| Address Bicycle Crashes at Intersections | 7 | 0 | 7 | 0 |
| Reduce Nighttime Crashes | 28 | 15 | 3 | 10 |
| Driving Under the Influence (DUI) | 7 | 7 | 0 | 0 |
| Address Broadside Crashes | 18 | 12 | 6 | 0 |
| Address Motorcycle Crashes at Intersections | 11 | 11 | 0 | 0 |
| Improve 40+ MPH Streets | 32 | 16 | 7 | 9 |

Please Note: Due to the possibility of a single crash being classified under multiple profiles, the figures in the table do not total up to 100%. In cases where a cell lacks a killed or severe injury percentage, zero killed or severe injury crashes are recorded for the indicated mode within that particular profile. The total number of KSI Crashes on State Routes is **43**.



PROFILE 1:

## SAFETY AT INTERSECTIONS (SIGNALIZED AND NON-SIGNALIZED)

# FACTORS



Crashes occured at intersections

# MODES



# STATS

**53** **KSI CRASHES**

Accounts for **80%** of all the KSI Crashes.

# TRENDS

**18 of 53** crashes occurred on city streets and **35 of 53** crashes occurred on state routes.

**14** crashes occurred at signalized intersection.

**39** crashes occurred at non-signalized intersection.

**23** crashes were resulted due to broadside.

**30** crashes occurred during night-time.

## KEY COUNTERMEASURES



Advanced Warning System



Intersection Safety Lighting



Traffic Law Enforcement



Signal Timing and Phasing Improvements




High Visibility Crosswalk



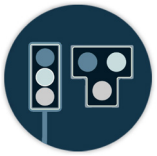
Pedestrian Signals (Pedestrian Hybrid Beacon (HAWK)



Rectangular Rapid Flashing Beacons (RRFB)



Two-way Left Turn Lane



Retro-Reflective Backplates

## SAFETY AT INTERSECTIONS (SIGNALIZED AND NON-SIGNALIZED)




**Collisions on Highways**

- KSI Bicycle Crashes
- KSI Vehicle Crashes
- KSI Pedestrian Crashes

**Collisions on City Streets**

- KSI Bicycle Crashes
- KSI Vehicle Crashes
- KSI Pedestrian Crashes

**Disadvantaged Communities**

- SDAC - (<$42,737)
- DAC - ($42,737 - $56,981)
- HIN Corridor
- School

PROFILE 2:

## ADDRESS PEDESTRIAN VIOLATION

# FACTORS



Pedestrian Crashes



Pedestrian Violation

# MODES

# STATS

**11** **KSI CRASHES**

Accounts for **17%** of all the KSI Crashes.

# TRENDS

**Four** crashes occurred at signalized intersection.

**Three** crashes occurred at non-signalized intersection.

**Four** crashes occurred on roadway segments.

**Seven** crashes occurred where pedestrian was crossing not in crosswalk.

## KEY COUNTERMEASURES



High Visibility Crosswalk



Signal Timing and Phasing Improvements



Leading Pedestrian Intervals (LPI)



Pedestrian Countdown Timers



Midblock Crosswalks



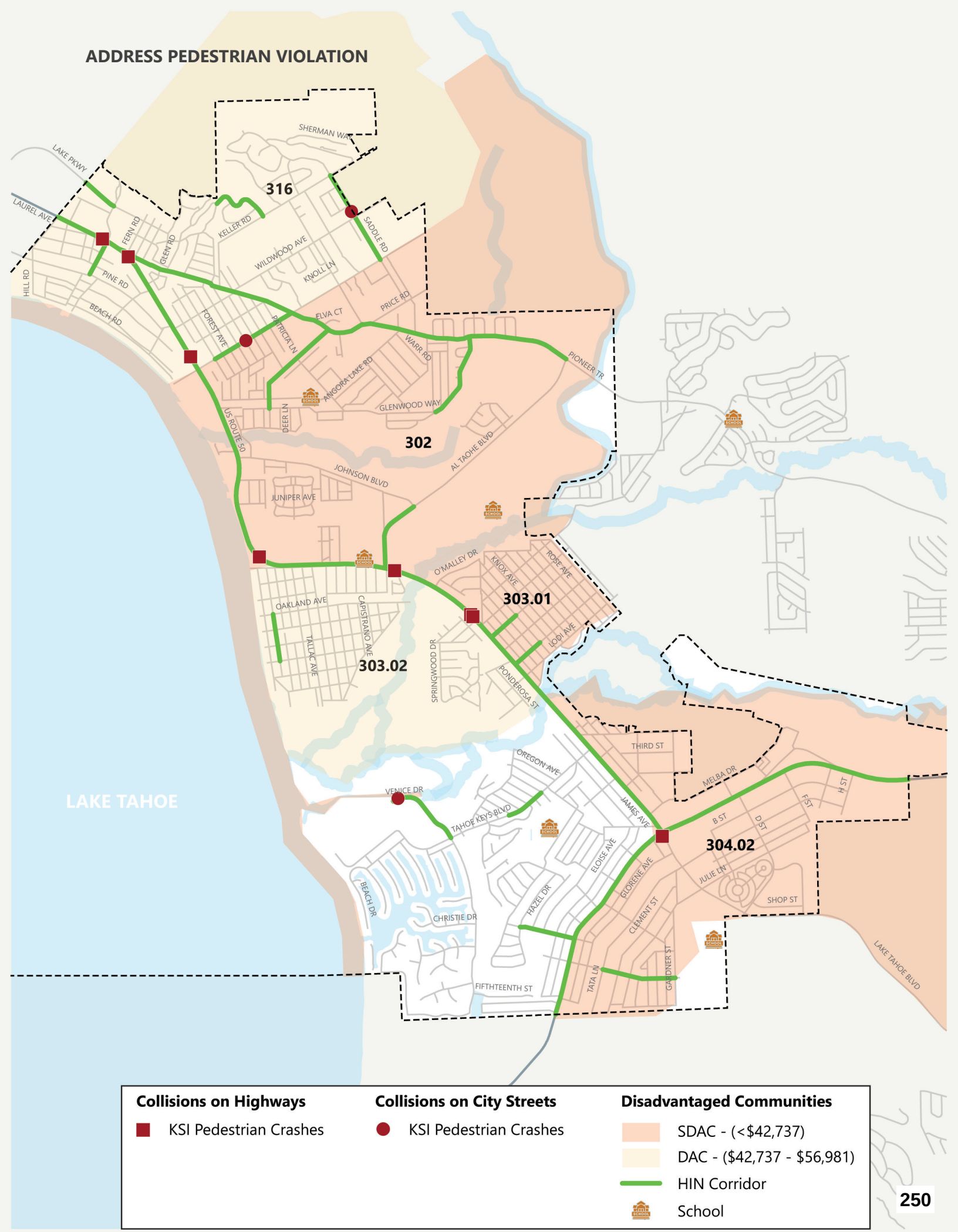
Targeted Enforcement



Rectangular Rapid Flashing Beacons (RRFB)



Pedestrian Signals (Pedestrian Hybrod Beacons (HAWK))


ADDRESS PEDESTRIAN VIOLATION
316
302
303.01
303.02
304.02
LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
SADDLE RD
HILL RD
PINE RD
BEACH RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
PIONEER TR
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
US ROUTE 50
JOHNSON BLVD
AL TAOHE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
CAPISTRANO AVE
TALLAC AVE
SPRINGWOOD DR
PONDEROSA ST
LODI AVE
THIRD ST
OREGON AVE
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
MELBA DR
B ST
D ST
F ST
H ST
ELOISE AVE
GLORENE AVE
JULIE LN
SHOP ST
BEACH DR
CHRISTIE DR
HAZEL DR
CLEMENT ST
GARDNER ST
TATA LN
FIFTHTEENTH ST
LAKE TAHOE BLVD
Collisions on Highways
KSI Pedestrian Crashes
Collisions on City Streets
KSI Pedestrian Crashes
Disadvantaged Communities
SDAC - (<$42,737)
DAC - ($42,737 - $56,981)
HIN Corridor
School

PROFILE 3:

## ADDRESS PEDESTRIAN CRASHES AT INTERSECTION

# FACTORS



Pedestrian Crashes



Crashes occured at Intersection

# MODES

# STATS

**10 KSI CRASHES**

Accounts for **15%** of all the KSI Crashes.

# TRENDS

**Five** crashes occurred at signalized intersection.

**Five** crashes occurred at non-signalized intersection.

**Seven** crashes occurred during night-time.

**Six** crashes took place on weekends.

## KEY COUNTERMEASURES



Intersection Safety Lighting



Leading Pedestrian Intervals (LPI)



Pedestrian Countdown Timers



Accessible Pedestrian Signals



Signal Timing and Phasing Improvements



Rectangular Rapid Flashing Beacons (RRFB)



ADA Curb Ramps



Curb Extensions (Bulb-Outs)
(Paint, Striping and Bollards)

## ADDRESS PEDESTRIAN CRASHES AT INTERSECTION




**Collisions on Highways**
- KSI Pedestrian Crashes

**Collisions on City Streets**
- KSI Pedestrian Crashes

**Disadvantaged Communities**
- SDAC - (<$42,737)
- DAC - ($42,737 - $56,981)
- HIN Corridor
- School

PROFILE 4:

## ADDRESS BICYCLE CRASHES AT INTERSECTIONS

# FACTORS



Bicycle Crashes



Crashes occured at Intersection

# MODES

# STATS

**13** KSI CRASHES

Accounts for **20%** of all the KSI Crashes.

# TRENDS

**Ten** crashes occurred at non-signalized intersection.

**Four** crashes occurred due to improper turning.

**Four** crashes were due to automobile right of way violations.

**Two** crashes were due to driving on wrong side of road.

## KEY COUNTERMEASURES



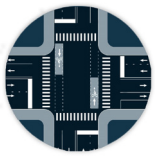

Traffic Control Devices (Stop Signs, Yield Signs)




Improved Signage



Bike Box



Bike Intersection Marking



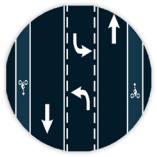
Intersection Safety Lighting



Green Pavement



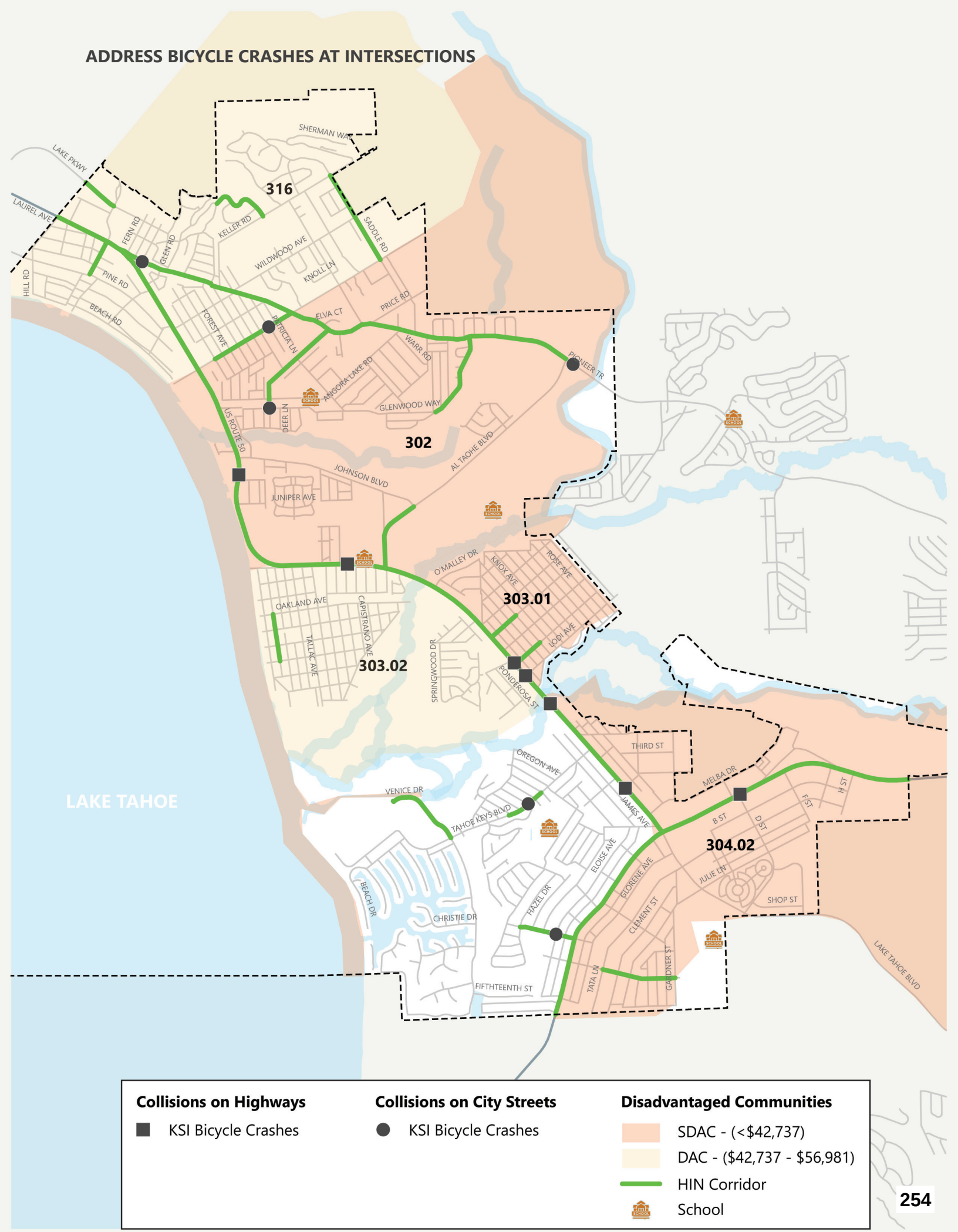
Buffered/ Protected Bike Lanes



Road Diet



Education


ADDRESS BICYCLE CRASHES AT INTERSECTIONS
316
302
303.01
303.02
304.02
LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
SADDLE RD
HILL RD
PINE RD
BEACH RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
PIONEER TR
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
US ROUTE 50
JOHNSON BLVD
AL TAHOE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
CAPISTRANO AVE
TALLAC AVE
SPRINGWOOD DR
LODI AVE
PONDEROSA ST
THIRD ST
OREGON AVE
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
MELBA DR
B ST
D ST
F ST
H ST
ELOISE AVE
ELORENE AVE
JULIE LN
SHOP ST
CLEMENT ST
HAZEL DR
BEACH DR
CHRISTIE DR
FIFTHTEENTH ST
TATA LN
GARDNER ST
LAKE TAHOE BLVD
Collisions on Highways
KSI Bicycle Crashes
Collisions on City Streets
KSI Bicycle Crashes
Disadvantaged Communities
SDAC - (<$42,737)
DAC - ($42,737 - $56,981)
HIN Corridor
School

PROFILE 5:

## REDUCE NIGHTTIME CRASHES

# FACTORS



Crashes occured during Night-time.

# MODES

# STATS

**38 KSI CRASHES**

Accounts for **58%** of all the KSI Crashes.

# TRENDS

**30** crashes occurred at intersection.

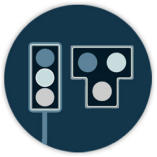
**14** crashes involves pedestrian.

**Seven** crashes happened due to driving under influence of drug or alcohol.

## KEY COUNTERMEASURES



Intersection Safety Lighting



Retroreflective Signage and Marking




High Visibility Crosswalk



Pedestrian Signals (Pedestrian Hybrid Beacons (HAWK))



Dedicated Turn Lanes



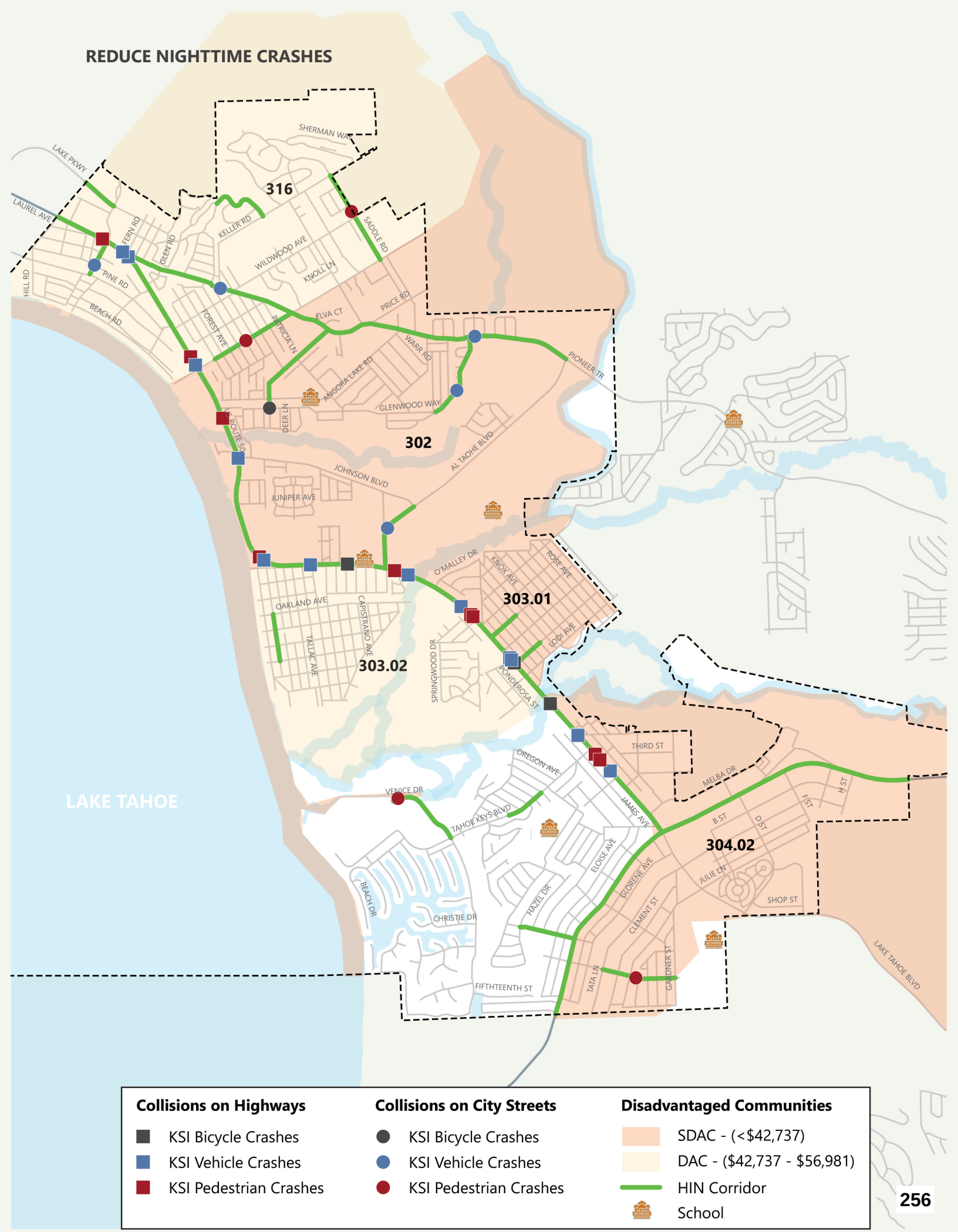

Protected Left Turn Signals




Dynamic Speed Warning Signs



Education


REDUCE NIGHTTIME CRASHES
316
302
303.01
303.02
304.02
LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
SADDLE RD
HILL RD
PINE RD
BEACH RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
PIONEER TR
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
US ROUTE 50
JOHNSON BLVD
AL TAHOE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
CAPISTRANO AVE
TALLAC AVE
SPRINGWOOD DR
PONDEROSA ST
LODI AVE
THIRD ST
OREGON AVE
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
MELBA DR
B ST
D ST
F ST
H ST
ELOISE AVE
GLORENE AVE
JULIE LN
SHOP ST
CLEMENT ST
HAZEL DR
BEACH DR
CHRISTIE DR
FIFTHTEENTH ST
TATA LN
GARDNER ST
LAKE TAHOE BLVD
Collisions on Highways
KSI Bicycle Crashes
KSI Vehicle Crashes
KSI Pedestrian Crashes
Collisions on City Streets
KSI Bicycle Crashes
KSI Vehicle Crashes
KSI Pedestrian Crashes
Disadvantaged Communities
SDAC - (<$42,737)
DAC - ($42,737 - $56,981)
HIN Corridor
School

PROFILE 6:

## DRIVING UNDER INFLUENCE (DUI)

# FACTORS



Driving under inflence of drugs or alcohol

# MODES

# STATS

**12** KSI CRASHES

Accounts for **18%** of all the KSI Crashes.

# TRENDS

**Seven** crashes occurred during nighttime.

**Five** crashes were due to hit object.

## KEY COUNTERMEASURES



High Visibilty Enforcement



Alcohol Use Disorder (AUD) Assessment and Treatment Programs




Vehicle Speed Feedback Signs



Education



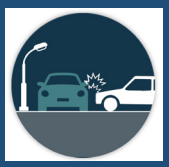
Transit Alternatives (Night Rider or Lake Link)


DRIVING UNDER INFLUENCE (DUI)
316
302
303.01
303.02
304.02
LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
SADDLE RD
HILL RD
PINE RD
BEACH RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
PIONEER TR
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
US ROUTE 50
JOHNSON BLVD
AL TAHOE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
TALLAC AVE
CAPISTRANO AVE
SPRINGWOOD DR
PONDEROSA ST
LODI AVE
THIRD ST
OREGON AVE
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
MELBA DR
B ST
D ST
F ST
H ST
ELOISE AVE
GLORENE AVE
JULIE LN
SHOP ST
BEACH DR
CHRISTIE DR
HAZEL DR
CLEMENT ST
GARDNER ST
TATA LN
FIFTHTEENTH ST
LAKE TAHOE BLVD
Collisions on Highways
KSI Vehicle Crashes
Collisions on City Streets
KSI Vehicle Crashes
KSI Bicycle Crashes
Disadvantaged Communities
SDAC - (<$42,737)
DAC - ($42,737 - $56,981)
HIN Corridor
School

PROFILE 7:

## ADDRESS BROADSIDE CRASHES

# FACTORS



Broadside Crashes

# MODES

# STATS

**27** KSI CRASHES

Accounts for **41%** of all the KSI Crashes.

# TRENDS

**23** crashes occurred at intersection.

**15** crashes were due to automobile right of way violations.

**12** crashes occurred during nighttime.

## KEY COUNTERMEASURES




Protected Left Turn Signal



Wayfinding signs for the bicycle network



Leading Pedestrian Interval (LPI)



Signal Timing and Phasing Improvements



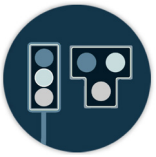
Turning Restrictions



Enhanced Signge and Raod Markings



Traffic Law Enforcement



Retro-Reflective Backplates


ADDRESS BROADSIDE CRASHES
316
302
303.01
303.02
304.02
LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
SADDLE RD
HILL RD
PINE RD
BEACH RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
PIONEER TR
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
US ROUTE 50
JOHNSON BLVD
AL TAHOE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
CAPISTRANO AVE
TALLAC AVE
SPRINGWOOD DR
PONDEROSA ST
LODI AVE
THIRD ST
OREGON AVE
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
MELBA DR
B ST
D ST
F ST
H ST
ELOISE AVE
GLORENE AVE
JULIE LN
SHOP ST
CLEMENT ST
HAZEL DR
BEACH DR
CHRISTIE DR
FIFTHTEENTH ST
TATA LN
GARDNER ST
LAKE TAHOE BLVD
Collisions on Highways
KSI Bicycle Crashes
KSI Vehicle Crashes
Collisions on City Streets
KSI Bicycle Crashes
KSI Vehicle Crashes
Disadvantaged Communities
SDAC - (<$42,737)
DAC - ($42,737 - $56,981)
HIN Corridor
School

PROFILE 8:

## ADDRESS MOTORCYCLE CRASHES AT INTERSECTIONS

# FACTORS



Motorcycle Crashes



Crashes occured at intersections

# MODES

# STATS

**11** **KSI CRASHES**

Accounts for **17%** of all the KSI Crashes.

# TRENDS

**10** crashes occurred at non-signalized intersections.

**Two** crashes were head-on crashes.

**Two** crashes occurred due to sideswipe.

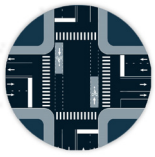
## KEY COUNTERMEASURES



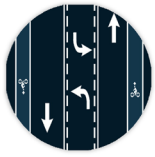
Intersection Safety Lighting



Advanced Warning Signs



Reflective Pavement Marking and Delineators



Road Diet



Education

## ADDRESS MOTORCYCLE CRASHES AT INTERSECTIONS




**Collisions on Highways**

- Motorcycle KSI Crashes

**Collisions on City Streets**

- Motorcycle KSI Crashes

**Disadvantaged Communities**

- SDAC - (<$42,737)
- DAC - ($42,737 - $56,981)
- HIN Corridor
- School

PROFILE 9:

## IMPROVE 40+ MPH STREETS

# FACTORS



Crashes happened on streets with speed limit of 40 mph or higher

# MODES



# STATS

**33** KSI CRASHES

Accounts for **50%** of all the KSI Crashes.

# TRENDS

**32** crashes occurred on SR 50 and SR 89.

**24** crashes occurred at intersection.

## KEY COUNTERMEASURES



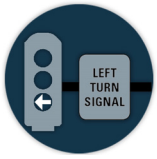

Speed Warning Signs




Speed Feedback Signs



Roadway Safety Lighting




Protected Left-Turn Signals



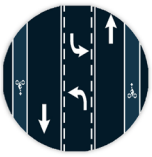

Road Markings and Signage



Signal Timings and Phasing Improvements



Traffic Law Enforcement



Road Diet


IMPROVE 40+ MPH STREETS
316
302
303.01
303.02
304.02
LAKE TAHOE
SHERMAN WAY
LAKE PKWY
LAUREL AVE
FERN RD
GLEN RD
KELLER RD
WILDWOOD AVE
KNOLL LN
SADDLE RD
HILL RD
PINE RD
BEACH RD
FOREST AVE
PATRICIA LN
ELVA CT
PRICE RD
WARR RD
PIONEER TR
ANGORA LAKE RD
GLENWOOD WAY
DEER LN
US ROUTE 50
JOHNSON BLVD
AL TAHOE BLVD
JUNIPER AVE
O'MALLEY DR
KNOX AVE
ROSE AVE
OAKLAND AVE
CAPISTRANO AVE
TALLAC AVE
SPRINGWOOD DR
LODI AVE
PONDEROSA ST
THIRD ST
OREGON AVE
VENICE DR
TAHOE KEYS BLVD
JAMES AVE
MELBA DR
B ST
D ST
F ST
H ST
ELOISE AVE
ELORENE AVE
JULIE LN
SHOP ST
CLEMENT ST
HAZEL DR
BEACH DR
CHRISTIE DR
FIFTHTEENTH ST
TATA LN
GARDNER ST
LAKE TAHOE BLVD
Collisions on Highways
KSI Bicycle Crashes
KSI Vehicle Crashes
KSI Pedestrian Crashes
Collisions on City Streets
KSI Bicycle Crashes
KSI Vehicle Crashes
KSI Pedestrian Crashes
Disadvantaged Communities
SDAC - (<$42,737)
DAC - ($42,737 - $56,981)
HIN Corridor
School

# ACTION PLAN

With the strong foundation of its Vision Zero building blocks and collision profiles, the City of South Lake Tahoe is ready to continue progress toward eliminating fatalities and severe injuries. The City adopted its Vision Zero Policy in September 2024. Still, the City's efforts to improve traffic safety started years ago, and numerous safety projects and programs have been implemented and proposed throughout the City. These projects are also listed in South Lake Tahoe's Capital Improvement Program and US Highway 50 Road Safety Audit.

This Plan builds upon the momentum already created, intending to increase the number of completed projects and decrease the number of fatalities and severe injuries. The Action Items section of this document lists new projects based on evolving needs and information. The list below summarizes progress made to date and items that will continue to be addressed.

## PLANNED AND IMPLEMENTED (CIP) PROJECTS TO DATE

Here are the most recently implemented and proposed projects throughout the City:

1. Johnson Boulevard Complete Streets Project (Proposed)
2. Stateline Avenue Complete Streets Project (Proposed)
3. Dennis T. Machida Memorial Greenway Phase 1C (Proposed)
4. Citywide ADA Upgrades—Phased implementation of ADA Transition Plan (Proposed)
5. Traffic Safety and Calming Projects—Supports ongoing traffic safety projects based on priority needs, public requests, and regulatory mandates. (Proposed)
6. Traffic Signal Upgrades/Replacement—Upgrade and/or replacement of City-owned off-highway traffic signals (Proposed)
7. US Highway 50/State Route 89 Road Safety Audit Implementation—Speed Feedback signs and Signing and Striping upgrade along US 50 and SR 89. (Proposed)
8. US Highway 50 Corridor Study—Develop concepts for speed management and transit service enhancement, including a Mobility Hub and Gondola Transit (Proposed)
9. Pedestrian scale lighting installment at various locations in the City. (2024/2025)
10. At signalized intersections throughout the City—Install Accessible Pedestrian Signals, Leading Pedestrian Intervals, retroreflective back plates, and countdown pedestrian signals. (Proposed)
11. Pilot project for coordination at 35 MPH speed control along US Highway 50 (Caltrans). (Proposed)
12. Bijou Park Connector Trail - Construct a bicycle and pedestrian trail to link the Al Tahoe Mobility Project was constructed in 2020 (Johnson Blvd/Al Tahoe) with the Dennis T. Machida Memorial Greenway Phase 1B. (2025)
13. Pioneer Trail Improvements (Phase II)— the project is designed to increase pedestrian safety along Pioneer Trail between Larch Avenue and Ski Run Boulevard (Phase II). (2025)

14. Heavenly Valley Parking/Traffic Upgrades—Implement parking management and traffic control along the Heavenly Village Area (2024)
15. Wayfinding signage for the bicycle network (2024)

## PROPOSED VISION ZERO PROJECTS

The City of South Lake Tahoe is eligible to apply for funding from several sources to support safety improvements. Programs such as Caltrans' Highway Safety Improvement Program and Active Transportation Program (ATP) fund efforts to reduce traffic fatalities and promote safer walking and biking. The California Office of Traffic Safety (OTS) offers grants for safety initiatives, while the Safe Routes to School (SRTS) program focuses on children's safe travel to school. Additional funding can be secured through the State Transportation Improvement Program (STIP), Highway Safety Improvement Program (HSIP), the Transportation Alternatives Program (TAP), and the Surface Transportation Block Grant (STBG) program, with regional support from the Tahoe Regional Planning Agency (TRPA). In addition, the City is committed to look for any additional funding opportunities like Safe Streets for All (SS4A) or using their capital funding program and construction funds to source some of the following listed projects:

- **Proposed Citywide Projects**: These projects involve enhanced road safety, accessibility, and transit options throughout the City.
    - **Neighborhood Traffic-Calming Policy, Program and Toolbox**
    - **Complete Streets Policy and Design Standard** to improve design for all road users.
    - **The Citywide Sign Inventory, Retro-reflectivity, and Upgrade Project** will enhance safety by cataloging all existing road signs, identifying missing or damaged signs, and ensuring that signage meets current standards for visibility and legibility. This project will support safety by improving driver awareness, aiding in compliance with traffic regulations, and reducing confusion about road rules, especially at intersections and high-risk areas. By upgrading outdated or insufficient signage, the project also addresses issues such as faded reflectivity, which is particularly important for nighttime visibility. Overall, a well-maintained signage system contributes to safer navigation for drivers, cyclists, and pedestrians alike.
    - **The Citywide Street Light Inventory Project** will help improve safety by identifying gaps in street lighting and providing data on existing infrastructure conditions. This information is crucial for prioritizing areas that need better lighting to reduce risks for all road users, particularly at night. Well-lit streets improve visibility for drivers, cyclists, and pedestrians, reducing the likelihood of crashes, particularly in areas prone to nighttime incidents. Additionally, a comprehensive inventory will help the city to plan and allocate resources effectively, ensuring that upgrades and maintenance are directed toward the most critical locations, ultimately enhancing overall public safety.
    - Implement **tree and brush trimming program** to prioritize tree trimming near stop/yield signs.
    - **Late-Night Transit Program.** This program would provide safe, reliable, and convenient

public transportation options during peak nighttime hours when DUI incidents are more likely. Implementing such a program would help curb DUI rates, make nightlife safer, and ultimately reduce nighttime crashes and fatalities. Here are some strategies that could be part of such a program:

» **Night Owl Buses or Shuttles:** Extend transit services with dedicated late-night buses or shuttles that serve popular nightlife areas, reducing the need for individuals to drive after drinking. These routes could connect entertainment districts with residential areas or lodging.

» **Ride-Hail Subsidies or Partnerships:** Collaborate with rideshare companies like Lake Link Transit, Uber or Lyft to offer discounted fares during late-night hours, particularly on weekends or holidays. This provides an attractive alternative for those who might otherwise drive under the influence.

» **Designated Driver Program Support:** Sponsor designated driver programs where transit passes are provided to individuals who commit to being the sober driver, offering another incentive for safe transportation choices.

» **Public Awareness and Incentives:** Promote the late-night transit options through public awareness campaigns, bars, restaurants, and hotels, perhaps with incentives like discounts for transit users.

» **Event-Specific Transit Service:** For events likely to attract high attendance and drinking (e.g., festivals or concerts), offer special shuttle services to and from the venue, ensuring attendees have a reliable way to get home safely.



- **Proposed Short-term Projects on High Injury Network**
  - o Implement stop bars along minor streets, install centerlines, edge lines, and sharrows on bike routes.
  - o Add retro-reflective backplates on City owned signals lights
  - o Exploring funding opportunities to conduct a feasibility study on consolidating driveways. This study would assess the potential benefits, challenges, and impacts of reducing the number of driveways in certain areas, which can improve traffic flow, enhance pedestrian safety, and minimize collision points along roadways. By identifying feasible locations and strategies for driveway consolidation, the City can make informed decisions on optimizing access while supporting safer and more efficient streets.
- **Proposed Corridor Projects:** These corridor specific projects propose implementing several roadway improvements intended to improve overall safety for all modes, increasing transit ridership, improving visibility, reducing speed, enhancing enforcement and improving circulation through access management and reducing conflicts and contributing to safer travel experience for residents and visitors.
  - o **Lake Tahoe Boulevard South of Emerald:**
    - » Install speed feedback signs and re-stripe intersections with larger signs to enhance driver awareness.
    - » Install stop bars on the minor streets to highlight stopping points.

- » Conduct a feasibility study at the Viking Road and Lake Tahoe intersection to assess the need for a new traffic signal.
- » Conduct a feasibility study to create buffered bike lanes, with a 2-foot buffer and 11-foot lane width (minimum), to improve cyclist safety on key corridors.

- o **Julie Lane:**
  - » Install centerline striping to delineate traffic lanes and install speed limit signs to reinforce appropriate driving speeds along the corridor.

- o **Eloise Avenue:**
  - » Install two-way stop control at the intersection of Eloise & 12th Street.
  - » Install all-way stop control at the intersection of Eloise & 3rd Street.
  - » Install centerline striping to delineate traffic lanes and install speed limit signs to reinforce appropriate driving speeds along the corridor.
  - » Conduct a feasibility study to consolidate the driveways.
  - » Add sharrows to enhance bicycle safety.

- o **Tahoe Keys Boulevard:**
  - » Conduct a feasibility study to reduce speed limit to 25 mph.
  - » Upgrade signs to current standards and retro-reflectivity.

- o **Pioneer Trail:**
  - » Increase transit frequency.
  - » Convert Class II bicycle facilities to Class II buffered bicycle facilities.
  - » Install speed feedback signs.
  - » Conduct a feasibility study to install Rapid Rectangular Flashing Beacon or a signal at intersection of Glen Road (visibility issues).
  - » Install signal back plate and retro reflective border at the intersection of Al Tahoe Boulevard and Pioneer Trail.
  - » Improve signage through the corridor by adding curve warning signs, bicycle facility signs and intersection ahead sign.

- o **Al Tahoe Boulevard:**
  - » Install speed feedback signs.
  - » Conduct a feasibility study to see if there is a potential to reduce the speed limit to 35mph.
  - » Install signal back plate and retro reflective border at the intersection of Al Tahoe Boulevard and Johnson Boulevard.
  - » Install driveway ahead sign.

- o **Ski Run Boulevard:**
  - » Install speed feedback signs.
  - » Install centerlines and edge lines.

» Conduct a feasibility study to extend bicycle facilities beyond Pioneer Trail (Class II or Class III).

- **Heavenly Village Way**
  - » Tree trimming needed for pedestrian crossing ahead sign and stop sign.
  - » Upgrade pedestrian improvements at the mid-block crosswalks.
- **Lake Parkway E/Gondola Vista Plan:**
  - » Conduct a feasibility study to install no parking signs through certain parts of the corridor.
  - » Install speed feedback signs.
  - » Conduct a feasibility study to install potential mid-block crossings through the corridor.

- **Mini Traffic Circles or Bike Crossing (RFBB)**
  - ◊ Study intersection of Eloise Avenue/Tahoe Keys Boulevard to install either a mini traffic circle bike crossing, or other modification to enhance safety (high bike demand on both corridors. Existing bike route on Eloise Avenue and Class II bike lane on Tahoe Keys Boulevard also justifies the need of a control device).

# IMPLEMENTABLE ACTIONS

The implementation of Vision Zero requires dedicated collaboration among City departments, the local community, and partner organizations. The project team has developed a set of crucial steps to serve as a strategic pathway towards achieving Vision Zero. Each step is assigned a specific timeline and performance metric to track progress. Short-term actions are planned for completion within two years, medium-term actions within two to five years, and extensive long-term actions within five to ten years. Achieving the City's Vision Zero goal necessitates structured action while allowing for a practical approach with incremental improvements over time. The actions outlined in this Plan will undergo continuous evaluation and refinement, with successful execution dependent on funding availability.

The Implementable Actions are organized into the following four action areas:

- **Vision Zero Program Initiatives and Evaluation**
- **Street Design**
- **Dangerous Behavioral Changes**
- **Vulnerable Roads Users**

## ACTION AREAS

The City of South Lake Tahoe's Vision Zero Plan will begin by establishing a framework for achieving its Vision Zero goal. Program initiatives include Vision Zero promotion, integration of Vision Zero into other planning efforts, and continued Vision Zero data collection and program evaluation. A task force is crucial for the success of Vision Zero, as it fosters essential cross-departmental collaboration to achieve the program's goal of eliminating traffic crashes that result in killed and serious injuries. Vision Zero's core principle is to break down silos and unite local stakeholders; A task force enables this by bringing together key representatives from all significant City functional divisions.

These task forces will set shared goals and create subcommittees to tackle specific issues, enhancing collaboration and ensuring that Vision Zero's objectives are integrated into everyday departmental operations. This structured approach, supported by regular tracking and reporting, ensures that all stakeholders remain committed and accountable to the Vision Zero goals. This makes the task force indispensable in driving the initiative's success.

## VISION ZERO PROGRAM INITIATIVES AND EVALUATION **(ADDRESS PROFILE 9)**

| No. | Safety Strategy | Description | Timeline | Progress Measure | |
|---|---|---|---|---|---|
| **Vision Zero Program Initiative** | | | | | |
| A1 | Vision Zero Task Force | Establish an interdisciplinary Vision Zero Task Force responsible for supervising the execution of the plan and facilitating collaboration among City departments for project and program coordination. | Short-Term/ Complete | A task force was established, and two meetings were held in the development of the VZAP. | Safe of Sa Lake Cent Fire |
| **A detailed Vision Zero Task Force Work Plan is provided in the 'Vision Zero Task Force Work Plan' Chapter o** | | | | | |
| A2 | Dedicated and Permanent Funding | Identify a sustainable and dedicated funding stream for the execution and management of Vision Zero. | Short-Term | Amount of funding available for Vision Zero | |
| **Promotion and Integration** | | | | | |
| A3 | Public Meetings | Vision Zero should be included on the agendas of the public, community groups, stakeholder meetings, and City-sponsored meetings. | Short-Term | Number of meetings with Vision Zero on the agenda | |
| A4 | Future Plans & Policy | Integrate Vision Zero safety principles into forthcoming City plans and design documents. | Continuous | Number of plans and policies incorporating Vision Zero | |
| A5 | Online Collision Map | Launch online, interactive collision data map and website. | Medium-Term | Number of website visitors | City' |
| **Data Collection & Program Evaluation** | | | | | |
| A6 | Monitoring Speed Limits | Continue monitoring existing speed limits on City streets. | Continuous (every street is checked for seven to 14 years) | Percent of roadway network designated as a Safety Corridor. Average speed limit by functional classification. | |

| Key Partners | City Resource |
|---|---|
| ty Operations, California Division, Federal Highway Administration, Traffic Safety Engineers, Office afety Programs/Caltrans, Office of Federal Programs/Caltrans, Police Department, Risk and Safety, Tahoe Unified School District, Lake Tahoe Community College, South Lake Tahoe Family Resource er, Tahoe Coalition for the Homeless, Access Tahoe, Barton Community Hospital, South Lake Tahoe Rescue, Development Services, Tahoe Regional Planning Agency, Tahoe Transportation District, Bicycle Advisory Committee, Lake Tahoe Bicycle Coalition, City of South Lake Tahoe. | Low |
| **f this Report.** | |
| City Council, City Manager's Office, Public Works Department | Medium to High |
| | |
| City Council, Public Works Department | Low |
| Public Works Department, Development Services Department | Low |
| s Information Technology Department, Public Works Department, Development Services Department | Medium |
| | |
| Public Works Department | Medium |

| No. | Safety Strategy | Description | Timeline | Progress Measure |
|---|---|---|---|---|
| A7 | Community-Based Safety Reporting System/Tool | Create an easy-to-use, accessible, and digitally secure public reporting platform for the community to report problem areas, near misses, or any safety concerns. | Continuous | Number of comments addressed |
| A8 | Data Completeness | Enhance data collection about speed, impairment, cell phone use, and distraction in KSI. | Medium-Term | Proportion of Crash records including this information |
| A9 | Bicycle and Pedestrian Count Data | Maintain pedestrian and cyclist device counters at standardized locations | Medium-Term | Number of counts conducted |
| A10 | Future Plans & Policy | Integrate Vision Zero safety principles into forthcoming City plans and design documents. | Medium-Term | Annual report and biennial presentation to City Council addressing metrics and performance measures |

| Key Partners | City Resource |
|---|---|
| Public Works Department | Low |
| Police Department | Low |
| Tahoe Regional Planning Agency (TRPA) | Medium |
| Public Works Department, Development Services Department, Police Department | Medium |

## STREET DESIGN **(ADDRESS PROFILE 1,5,8 & 7)**

The City of South Lake Tahoe's Vision Zero initiative strongly emphasizes prioritizing traffic engineering enhancem and severe injuries. Alongside these improvements, the City will also focus on coordinating with Caltrans to optim improvements will adhere to the compatible General Plan Design Guidelines.

| No. | Safety Strategy | Description | Timeline | Progress Measure |
|---|---|---|---|---|
| **High Injury Network Infrastructure** | | | | |
| B1 | Priority Location | Apply for and obtain grant funding for the critical project sites identified in the plan, emphasizing enhanced roadway designs to improve safety. | Medium-Term | Number of funded projects |
| B2 | List Prioritized Projects | Create a carefully ranked roster of traffic safety projects. | Medium-Term | List of safety projects in order of priority |
| B3 | Develop and Prioritize List of Projects in Disadvantaged Communities | Consider and prioritize safety projects on HIN in Disadvantaged Communities | Long-Term | Track and share the project delivery in Disadvantage Communities |
| **A roster of implementable countermeasures is listed in the appendix.** | | | | |
| B4 | Quick Build Demonstration Projects or Tactical Urbanism | Install swift, light, flexible, and adaptable projects proven to achieve tangible benefits. These demonstrations could stay in place indefinitely or (more typically) form the basis of the design for a permanent project to come later. | Short-Term | Number of locations where quick builds have been implemented |
| B5 | Low-Cost Improvements | Implement cost-effective safety enhancements, encompassing the installation of new road markings, signage, and minor signal adjustments. | Medium-Term | Number of locations where enhancements have been applied |
| B6 | Prioritize Design for Top 5 Priority corridors | Develop designs and secure grant funding for the first Top 5 priority corridors, with a focus on roadway designs for reduced speeds. | Medium-Term | Number of projects implemented |
| B7 | Street Lighting Project | Update citywide streetlights prioritizing the HIN corridors | Long-Term | Number of streetlights upgraded |

ments for the High-Injury Network (HIN) as the primary approach to eliminating traffic crashes that result in killed mize signal operations and implement more rigorous design review processes to enhance street layouts. All street

| | Key Partners | City Resource |
|---|---|---|
| | | |
| | Public Works Department | High |
| | Public Works Department | Medium |
| | Public Works Department | Long |
| | | |
| | Public Works Department | Low |
| | Public Works Department | Medium |
| | Public Works Department | Medium |
| | Public Works Department | Long |

| No. | Safety Strategy | Description | Timeline | Progress Measure |
|---|---|---|---|---|
| **Operations & Technology** | | | | |
| B8 | Signal Timing Updates | Updated signal timing plans to enhance safety for all modes of transportation, which may include adjustments to all-red intervals and pedestrian crossing times. | Short-Term | Percentage of signals in updated |
| B9 | Intelligent Transportation Systems (ITS) | Integrate Vision Zero safety principles into forthcoming City plans and design documents where feasible. | Long-Term | Incorporation of Intelligent Transportation Systems (ITS) technologies to enhance traffic safety |
| **Policies & Design** | | | | |
| B10 | Design Standards | Apply established and approved design standards for design of transportation facilities, as per State guidelines and Municipal Code | Short-Term | Proportion of projects meeting existing design standards |
| B11 | Complete Street | Develop City's complete Street Policy and Design Standards | Medium-Term | Design Standards |
| B12 | Neighborhood Traffic Calming | Develop City's Neighborhood Calming Program and Toolbox | Short-Term | Implementation of Program |
| B13 | Design Review | Create an internal procedure for evaluating and, where possible, implementing Vision Zero countermeasures on projects located within HIN. | Long-Term | Percentage of public and private projects that integrate Vision Zero components |
| B14 | Design Standard for corridors facing entrance to Fire Station | Develop designs standard for entrance to Fire Stations | Short-Term | Visual Inspection |
| **Maintenance** | | | | |
| B15 | Tree and Brush Trimming | Prioritize tree and brush trimming locations that block stop/yield signs | Short-Term | Inspection based |

| Key Partners | City Resource |
|---|---|
| | |
| California Department of Transportation (Caltrans) | Medium |
| Public Works Department | High |
| | |
| Public Works Department | Low |
| Development Services Department, Public Works Department | Medium |
| Development Services Department, Public Works Department | Short |
| Development Services Department, Public Works Department | Low |
| Public Works Department, Police Department and Emergency Department, Caltrans | Short |
| | |
| Public Works Department | Short |

## BEHAVIORAL CHANGES **(ADDRESS PROFILE 6)**

The City of South Lake Tahoe's Vision Zero initiative promotes safe travel behaviors through outreach and education late evenings. This approach recognizes the collective responsibility for making safe choices and fostering a safety c

| No. | Safety Strategy | Description | Timeline |
|---|---|---|---|
| **Education and Outreach** | | | |
| C1 | Education Campaign | Initiate high-impact educational campaigns targeting issues like speeding, distracted driving, impaired driving, and other high-risk behaviors. To maximize their effectiveness, these campaigns will concentrate specifically on HIN corridors. | Medium-Term |
| C2 | Speed Feedback Signs | Promote the utilization of speed feedback signs to deter speeding. | Medium-Term |
| C3 | Targeted Outreach | Discourage impaired driving by directing education and outreach efforts towards locations in proximity to alcohol-serving establishments. | Medium-Term |
| **Provide Alternative to Driving** | | | |
| C4 | Incentivize & Prioritize Transit Use | Work with Transit Agencies to expand and improve transit networks, using technology to optimize transit schedules and provide real-time tracking. Ensure transit stops and stations are well-lit, secure, and monitored to enhance user safety. | Long |
| C5 | Subsidized Transit | Explore opportunities to expand free or subsidized transit fares during holidays, special events and late night rides. | Medium-Term |
| C6 | Late-Night Options | Develop options and increase awareness through campaigns to encourage late-night transit, uber, rideshare, taxi and other services to provide alternative to impaired driving. | Long-Ter |
| **Enforcement** | | | |
| C7 | Police Academy | Integrate Vision Zero policies into Police Academy curriculum and in Safety Officer Training | Long-Ter |

efforts, enforcement measures, and providing alternatives to driving, especially during holidays, special events, and culture.

| | Progress Measure | Key Partners | City Resource |
|---|---|---|---|
| | | | |
| | Number of people reached and educated | City Manager's Office, Police Department, and Lake Tahoe Unified School District (LTUSD) | High |
| | Number of signs installed | Public Works Department, Police Department | Medium |
| | Several establishments have been engaged or reached through the outreach efforts. | Police Department, City Manager's Office | Medium |
| | | | |
| | Number of people taking transit (ridership data) | Public Works Department, Tahoe Transportation District (TTD) | High |
| | Number of transit users using this promotion | Public Works Department, Tahoe Transportation District (TTD) | High |
| m | Reduction in DUI crashes and promotional activities | Public Works Department, Tahoe Transportation District (TTD) | Medium |
| | | | |
| m | Number of officers trained on Vision Zero | Police Department | Low |

## VULNERABLE ROAD USERS **(ADDRESS PROFILE 2,3 & 4)**

The strategies of the City of South Lake Tahoe acknowledge that individuals at both ends of the age spectrum, as w
their reaction time and agility.

| No. | Safety Strategy | Description | Timeline |
|---|---|---|---|
| **Bicyclist and Pedestrian** | | | |
| D1 | Bicycle Network | Continued bicycle network development and enhancement align with the City of South Lake Tahoe Pedestrian and Bicycle Safety Study (2017)/TRPA | Long-Ter |
| D2 | Pedestrian Crossing | Install or enhance pedestrian crossing features along the High-Injury Network (HIN). | Medium-Term |
| D3 | Turning Vehicles | Complete projects that enhance bicycle and pedestrian safety by turning vehicles at intersections. | Long-Ter |
| D4 | Develop and Maintain an Active Transportation Plan | Developing an ATP will advance Vision Zero goals by creating safer, more accessible infrastructure and reducing traffic accidents resulting in killed and severe injuries. | Long-Ter |
| D5 | Countdown Timers | Install pedestrian countdown timers at every existing and new signalized crossing location | Medium-Term |
| **Motor Vehicle** | | | |
| D6 | Warning Lights/ Flashing lights around open spaces | Install or enhance warning lights/flashing lights features along the High-Injury Network (HIN) as well as open spaces | Medium-Term |
| **Children and Seniors** | | | |
| D7 | High-Visibility Crosswalk | Install high-visibility crosswalks in proximity to the schools. | Medium-Term |

well as those who are biking or walking, are more susceptible to severe traffic injuries and killed due to variations in

| | Progress Measure | Key Partners | City Resource |
|---|---|---|---|
| | | | |
| m | Lane miles of low-stress bicycle facilities were installed | Public Works Department | High |
| | Number of upgraded crossings | Public Works Department, Caltrans | High |
| m | Number of projects that have been implemented | Public Works Department, Caltrans | High |
| m | Reduction of the number of pedestrian and bicycle facilities | TRPA | High |
| | Proportions of crossing with countdown timers | Public Works Department, Caltrans | Medium |
| | | | |
| | Number of projects that have been implemented | Public Works Department | High |
| | | | |
| | Several crosswalks near schools have been designated as "high visibility." | Public Works Department, Caltrans | Medium |

| No. | Safety Strategy | Description | Timeline |
|---|---|---|---|
| D8 | Senior Awareness | Create an educational campaign targeting drivers to enhance safety for pedestrians aged 60 and above. | Medium-Term |
| D9 | Increasing investments in Safe Routes to School and maintaining a dedicated Safe Routes to School coordinator | Utilizing the Vision Zero data on crashes and priority corridors to feed into a comprehensive City-wide Safe Routes to School plan. Update Safe Routes to School maps for every school by conducting walk audits and prioritizing projects in corridors that link multiple schools that are also Vision Zero priorities. | Continuo |
| D10 | Reduce speeding and speed limits around schools. | It is partnering with other cities and jurisdictions to advocate for state legislation allowing them to utilize automated speed enforcement (such as safety cameras) near school zones. | Continuo |
| D11 | Offer comprehensive bicycle and pedestrian safety education to all children | Engaging elementary, middle, and high school students in Traffic safety through Safe Routes to School. It empowers young people as leaders to promote safe transportation in their communities. To this end, universal bike skills training for all middle school students in public schools, a traffic safety curriculum, and its teaching in all elementary schools should be mandated. | Continuo |
| D12 | Traffic Education for Safe Routes to School | Organize traffic safety classes for both students and parents. | Medium-Term |

| | Progress Measure | Key Partners | City Resource |
|---|---|---|---|
| | Monitor crash data | City Manager's Office, City of South Lake Tahoe Senior Center | Medium |
| us | Reduction in the number of crashes around schools | Public Works Department, Lake Tahoe Unified School District | Low |
| us | Reduction in the number of crashes around schools | Public Works Department | Low |
| us | Number of in-person safety training sessions conducted | Lake Tahoe Unified School District (LTUSD), Public Works Department | Medium |
| | Several individuals reached or were impacted. | Lake Tahoe Unified School District (LTUSD), Public Works Department | Medium |


FULL SERVICE

# TRANSPORTATION TECHNOLOGY

The technology related to transportation is evolving rapidly. From smartphone apps to regional infrastructure, the trend of creating "smart cities" extends enormously through this spectrum and into transportation. Some broad areas are offered:

Intersections represent the most significant challenge for vulnerable roadway users. Technology assistance can include:

- Bicycle Detection, Pedestrian Detection.
- Wayfinding and Orientation assistance devices for blind and visually impaired persons
- Accessible Pedestrian Signals with custom speech messages (not tones, chirps, percussive sounds, etc.) for walk and flashing don't walk; countdown displays; leading pedestrian intervals (LPIs)

In the event of a crash, law enforcement personnel are exposed to the risks of active traffic while investigating the crash scene. A killed crash results in crime scene protocols, which require longer and more detailed investigation, resulting in even greater exposure to moving vehicular traffic hazards.

- Deploy next-generation emergency vehicle preemption to reduce response times and increase safety. (Collaborate with Caltrans)
- Provide technology and training for officers to record better and preserve crash details and site evidence.
- Employ dynamic traffic rerouting strategies to minimize exposure to moving traffic.

Analysis should not be just reactive to documented crashes. Technology can provide a proactive view.

- Deploy automated speed data collection technology to assess speeding patterns and conduct frequent road safety audits based on findings.
- Enhance signal system software and equipment to detect red lights running and use data for enforcement and engineering.

The City should take a leadership role in changing the characteristics of the vehicles traveling along our streets.

- Require that all new vehicles added to the City fleet beginning in 2035 have the latest crash reduction technology, such as lane departure warnings, forward crash avoidance sensors, school zone approach warnings, and other built-in safety equipment.
- Right-size city-owned vehicles by updating vehicle purchasing standards to ensure the City phases smaller cars with the latest crash reduction and safety technology into its fleet where possible.
- Equip all City fleet vehicles with safety-related devices, designs, and technology that record and report dangerous driving behaviors.

## ACTIVELY PARTNER WITH TRANSIT AGENCY TO IMPROVE SAFETY FOR TRANSIT PATRONS:

- Evaluate opportunities to expand existing and implement new transit priority treatments.
- Implement new transit vehicle engineering principles (such as rear-of-vehicle chevrons, right-side illumination during turns, and lane departure technology) to reduce crashes.
- Provide protected crossings for transit patrons to cross streets to reach transit stops. Partner for funding design, installation, and maintenance of such devices as RRFBs and PHBs.

Getting people goods and services to their destination requires a fine-grained approach in the urban landscape. Automated modes and services have the potential to minimize the risk of mistakes, resulting in a safer environment. Technology and actions include:

- Vehicle-to-Vehicle (V2V) and Vehicle-to Infrastructure (V2I) interconnection and interaction.
- Working with tech companies and organizations to pioneer autonomous vehicle testing and adoption to improve safety while protecting privacy.
- Enact ordinances and enable legislation that balances the needs of technology service providers and societal expectations.
- Pursuing vehicle automation and micro-mobility adoption as a complement to rather than replacing improved public and active transportation, with the goals of reduced VMT and risk of crashes.

# EDUCATIONAL PROGRAMS

Establishing a Vision Zero policy should not be the end of the discussion. Continued community focus requires ongoing education and encouragement. For some, the answer to what Vision Zero means to them personally or collectively requires an ongoing discussion. These suggested events and programs can help to continue the debate and empower people to put a voice to what they may feel or are perceiving as they travel South Lake Tahoe's streets.

## SAFE ROUTES TO SCHOOL

Safe Routes to School is a movement that aims to make it safer and more accessible for students to walk and bike to school. The first federally funded Safe Routes to School program was created in 2005. Safe Routes to School programs have benefited over 14,000 schools in all 50 states. The demand continues to grow, especially in low-income communities, communities of color, and rural communities, where it is hard for anyone to safely and conveniently walk, bicycle, or get physical activity. The most successful Safe Routes to School programs incorporate the Six E's: evaluation, education, encouragement, engineering, engagement, and equity. At the regional and state level, Safe Routes to School practitioners work to find new funding and ensure proper spending of existing funding for Safe Routes to School. At the federal level, the Safe Routes Partnership and its allies maintain a steady voice for policy and funding support in Washington and provide a source of expert help, ideas, and resources for leaders at all levels.

California's Safe Routes to School (SRTS) program is designed to improve safety and encourage more children to walk and bike to school. Established as part of California's broader efforts to promote active transportation, the SRTS program funds projects that address infrastructure and non-infrastructure improvements in school zones. Local agencies, schools, and community organizations can apply for grants to enhance pedestrian and bicyclist safety, reduce traffic, and foster healthier lifestyles for students.

The California SRTS program is supported through federal and state funding, including from the Active Transportation Program (ATP), prioritizes projects that demonstrate student benefits, especially in disadvantaged communities. Eligible projects may consist of sidewalks, crosswalks, signage, traffic calming measures, educational programs, and more. This funding is an essential resource for communities focused on reducing traffic crashes and creating safer routes to school, aligning with broader Vision Zero goals of eliminating traffic fatalities and severe injuries.

For more details, visit the California Department of Transportation (Caltrans) Active Transportation Program website at Caltrans SRTS.

## AMERICANS WITH DISABILITIES ACT (ADA) ENGAGEMENT

Ensuring accessibility for people with disabilities remains a significant challenge in South Lake Tahoe. Independent travel is often hindered by missing sidewalks, damaged pathways, and unclear traffic signals, which force many individuals to rely on others for transportation. These barriers make independent mobility difficult and, in some cases, impossible. To address these challenges, collaboration with national organizations like AARP, Lighthouse for the Blind, and ADAPT offers opportunities to partner with local communities, share knowledge, and raise awareness about the importance of accessibility.

Engagement events, such as simulations of disabilities—where participants navigate streets while blindfolded or in a wheelchair—offer a robust, firsthand perspective of the daily challenges people with disabilities face. These experiences foster a deeper understanding of the necessity for accessibility improvements. Activities like walking with gait restraints also highlight the specific needs of individuals with ambulatory disabilities, offering valuable insights for city planners and decision-makers.

It is critical to actively involve individuals from marginalized communities, particularly those with disabilities, in the planning, programming, and engineering of public spaces. Their input ensures that ADA (Americans with Disabilities Act) improvements are grounded in real-world experiences and better meet the entire community's needs.

The introduction of the Public Right of Way Accessibility Guidelines (PROWAG) Final Rule in September 2023 represents a significant milestone in accessibility planning. PROWAG sets new standards for ensuring pedestrian facilities in public rights-of-way are accessible to people with disabilities. Despite ongoing improvements, many pedestrians with disabilities across the United States, including South Lake Tahoe, still face obstacles from inaccessible sidewalks, crosswalks, and other infrastructure.

Two key components of PROWAG that are particularly beneficial for ADA planning in South Lake Tahoe include:

- Alternative Designs for Improved Accessibility: PROWAG allows using alternative designs, products, or technologies that provide accessibility equal to or greater than the guidelines require (R102.1 ADA-Covered Facilities and Equivalent Facilitation).
- Feasibility in Complex Environments: In situations where full compliance is impossible due to physical constraints, PROWAG mandates meeting accessibility requirements to the maximum extent feasible (R202.3 Existing Physical Constraints).

Establishing constructive partnerships with ADA advocates and disability interest groups is essential to building consensus and implementing effective improvements. This collaborative approach ensures that new initiatives align with the context of South Lake Tahoe and that efforts are carried out with mutual trust and confidence in their long-term success.

For further details, refer to the Public Right of Way Accessibility Guidelines (PROWAG).

## WALKING/CYCLING/TRANSIT FIELD DAYS

In South Lake Tahoe, Walking, Cycling, and Transit Field Days are community events designed to encourage residents to explore alternative modes of transportation beyond driving. Events such as "Ride Your Bike to Work Day," "Walk Your Child to School Day," and "Take the Bus to Work Day" motivate participants to embrace healthier, more sustainable ways to travel. As residents engage in these activities, they become more aware of the challenges and obstacles associated with walking, cycling, and transit in the city, particularly in areas where safety and comfort are compromised.

In addition to these themed days, South Lake Tahoe hosts community walking and cycling assessments. These events are led by experienced practitioners who guide groups through key areas of the community. As participants walk or cycle, they identify and document deficiencies in the built environment, such as broken sidewalks, lack of bike lanes, unclear signage, and unsafe crossings. This hands-on experience helps highlight the issues that make non-motorized travel difficult and offers a chance to envision solutions.

## COMMUNITY WALKING AUDITS

A walk audit is an assessment of the pedestrian safety, accessibility, and comfort of a particular area. In addition to documenting specific issues and engaging the community in advocating for improvements, walk audits can be most effective when public officials and community members of varying backgrounds, ages, and abilities are intentionally invited and welcomed along so they can experience and react to the conditions directly.

The Walk2Connect program of America Walks helps build a more human and connected world by empowering individuals, community groups, and businesses to experience the benefits of person-to-person, shoulder-to-shoulder connection – "life at 3 mph." Rooted in the simple act of walking, Walk2Connect grows the walking movement by inviting communities down pathways toward sustained communal health and stronger community relationships.

Some suggestions for success include:

- **Set some goals-** Decide what you want to accomplish
- **Pick your place-** Choose the route carefully, scout it ahead of time, and make sure everyone will be safe
- **Grab gear-** Bring along clipboards, printed guides, and pens, as well as tape measures and a camera
- **Take pause-** Stop every few blocks to analyze the conditions, make notes, and take photos.
- **Keep it short –** Don't make it too long, a one-mile walk audit can easily last an hour with stops for discussion
- **Curate your crew –** Identify participants from the neighborhood and others whom you want to recruit as advocates
- **Bring in local leaders –** Invite one or two public officials such as planners, engineers, or City Council members

- **Use tools –** Choose a specific guide such as the AARP Walk Audit Tool Kit and send it to participants in advance
- **Chat and assess –** At the end, ask everyone to share their "take-aways"

More information can be found at https://americawalks.org/.

## MEDICAL SERVICE PROVIDERS

Communities aiming for Vision Zero policies should partner with local healthcare and emergency services. These entities witness firsthand the impact of traffic incidents and hold valuable data, such as anonymized emergency room visit records. These records reveal unreported crash locations and details that can guide community engagement and educational initiatives to enhance traffic safety.

For instance, the collaboration between Austin, Texas, and Dell Children's Hospital showcased the power of such partnerships. Dell Children's provided GIS-based crash data, including heat maps of motor vehicle, bike, and pedestrian incidents seen in their emergency room. This data uncovered unreported crashes, especially in lower socioeconomic areas and communities of color. It highlighted incidents involving intoxicated individuals and revealed details like bike helmet usage in cyclist crashes and child seat information in motor vehicle incidents involving children.

This partnership enabled targeted educational efforts, distribution of free safety gear, and improvements in traffic signal operations, sidewalks, and pedestrian facilities based on crash data. Additionally, it aided in directing traffic enforcement actions, investigating overserving in drinking establishments, and identifying areas needing better safety measures.

## IMPROVING ACCESS TO TRANSIT

The Federal Transit Administration (FTA) offers programs and funding opportunities to enhance the understanding and need for effective public transit. For example, their Enhanced Mobility of Seniors & Individuals with Disabilities - Section 5310 program provides formula funding to states and designated recipients to meet the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meet these needs. The program aims to improve mobility for older adults and people with disabilities by removing barriers to transportation services and expanding mobility options. More information is available at https://www.transit.dot.gov/.

Another resource is the National Alliance of Public Transportation Advocates (NAPTA), a national organization representing grassroots transit coalitions, grassroots transit rider organizations, and advocates that support increasing investment in public transportation. Their objectives are:

- To create a diverse, committed, visible national alliance of local public transit coalitions.
- To generate heightened advocacy through constituent visits, calls, e-mails, and letters at necessary and appropriate times in the congressional decision-making process.
- To link local transit coalitions with new advocacy tools and resources.

NAPTA supports the Transit-Walkability Collaborative, which consists of national, state-level, and local leaders in the walkability and public transit advocacy movements who recognize the synergies between these two transportation modes and the benefits of collaboration.

Learn about NAPTA at **https://www.publictransportation.org/napta/.**

# TRAFFIC ENFORCEMENT PROGRAMS

Traffic regulations are in place to establish a sense of order and guarantee the safety of all individuals navigating South Lake Tahoe. Compliance with these road laws will enable law enforcement to foster secure and inviting streets within the City. These suggested traffic enforcement strategies and programs will help keep the City's streets safe.

## HIGH VISIBILITY ENFORCEMENT

High-visibility enforcement is a multifaceted approach to law enforcement that captures the public's attention by employing highly visible patrols, such as saturation patrols or message boards. The fundamental purpose of high-visibility enforcement is to encourage voluntary adherence to traffic laws, and according to research conducted by the National Highway Traffic Safety Administration (NHTSA), it stands out as one of the most effective strategies for improving safety outcomes.

Important to note that traditional traffic law enforcement methods have led to concerns about racial profiling, police violence, and negative impacts on communities of color. According to the US Department of Justice, Black and Hispanic individuals face a higher likelihood of experiencing police force during stops compared to white individuals. In response, cities are transitioning to equity-focused approaches prioritizing safety for all, targeting the most dangerous reckless behaviors while addressing enforcement disparities. This shift involves various strategies, including implementing fairer fine structures and analyzing demographic data in traffic citations.

## VARIABLE SPEED FEEDBACK WARNING SIGNS

Variable speed feedback warning signs is a key countermeasure under the Vision Zero initiative. These tools enhance road safety by actively monitoring and managing vehicle speeds. Speed feedback signs alert drivers to their current speed, encouraging compliance with posted limits. Together, these measures aim to reduce speeding-related incidents, eliminating traffic crashes resulting in killed and severe injuries.

## TRAFFIC SAFETY DIVERSION PROGRAM

Design a traffic safety diversion program for bicycle and pedestrian traffic violations to facilitate access to safety courses and programs centered on biking and walking. The program would allow people who bike and walk to remove or reduce a traffic violation fine while also learning pedestrian and bicycle laws and safe walking and riding skills.

## HIGH VISIBILITY SATURATION PATROLS

A saturation patrol, which can also be referred to as a blanket patrol or a dedicated DWI patrol, involves a substantial contingent of law enforcement officers (LEOs) conducting surveillance within a designated region to identify impaired drivers. Typically, these patrols are scheduled for periods and locations where incidents of impaired driving-related crashes frequently transpire. Similar to well-publicized sobriety checkpoint initiatives, the primary objective of widely announced saturation patrol programs is to discourage individuals from driving under the influence by elevating the perceived likelihood of being apprehended. Therefore, it is crucial to extensively promote and regularly carry out saturation patrols as part of an ongoing program dedicated to this purpose.

# PARTNERSHIP

The City of South Lake Tahoe will require partnerships to increase the efficacy of the Vision Zero Action Plan. Several strategies have been identified below. The methods and supporting elements will also grow as conditions and strategies evolve.

## COLLABORATION WITH THE CITIES IN THE LAKE TAHOE BASIN

Partner with cities in the Lake Tahoe Basin to advocate and engage with the State Legislature and the Governor to pass legislation. This legislative change will allow South Lake Tahoe to enhance the enforcement of traffic safety laws.

## PUBLIC HEALTH AND MEDICAL INSTITUTION

Establish partnerships with local public health organizations, hospitals, and trauma centers to integrate crash data with health outcome information. This data linkage will provide a more comprehensive understanding of the crash impact and support evidence-based solutions in South Lake Tahoe's Vision Zero initiatives.

## PRIVATE SECTOR ENGAGEMENT

Collaborate with private sector entities, including businesses heavily reliant on South Lake Tahoe streets, such as delivery companies and transportation network companies (TNCs). This partnership will ensure that private companies actively contribute to Vision Zero efforts and prioritize street safety in their operations.

## ADVOCACY FOR SAFER DELIVERY VEHICLES

Collaboratively pursue local and state regulations that mandate using smaller, safer delivery vehicles in urban environments. South Lake Tahoe can work with partner cities and organizations to promote the adoption of these regulations where appropriate.

## TRAFFIC SAFETY EDUCATION IN SCHOOLS

Work with the State Department of Education to integrate traffic safety education into school curriculums across South Lake Tahoe. This initiative aims to educate and raise students' awareness of the importance of safe road behaviors.

## COMMUNITY AND SCHOOL AMBASSADOR PROGRAMS

Launch community and school-based outreach programs in South Lake Tahoe. Utilize resources available on South Lake Tahoe's Vision Zero website to create materials and activities that increase awareness and engagement in preventing future injury crashes. These programs will involve local communities and schools in promoting road safety within the City.

## PARTNER WITH TRANSIT AGENCIES

Forge partnerships with regional transit agencies to implement coordinated safety measures to reduce traffic deaths and injuries. By collaborating with transit agencies, South Lake Tahoe can explore strategies such as enhanced driver training programs, implementation of advanced safety technologies in public transit vehicles—including crash avoidance systems and real-time monitoring—and developing shared safety data systems. Additionally, joint initiatives can focus on improving infrastructure around transit hubs to enhance pedestrian and cyclist safety.

By working together, South Lake Tahoe and transit agencies can create a safer, more integrated transportation system that aligns with Vision Zero principles. By adapting these strategies, the City of South Lake Tahoe can enhance the efficacy of its Vision Zero plan, fostering a safer and more secure environment for its residents.

# VISION ZERO TASK FORCE WORK PLAN

The Vision Zero Task Force aims to eliminate all killed and severe injury crashes in South Lake Tahoe while increasing safe, healthy, and easily accessible mobility. This work plan outlines the key actions, responsible parties, timelines, and desired outcomes to achieve these goals.

## GOALS

- Eliminate traffic killed and severe injuries.
- Improve safety for vulnerable road users.
- Enhance crash and injury data quality.
- Strengthen local and regional partnerships.

### 1. Annual Killed and Severe Injury Crashes Reporting

- Action: Collect, analyze, and report data.
- Outcome: Data-driven decision-making.

### 2. Review Annual Traffic Enforcement, Citations for Top Five Killed and Severe Injuries Causes

- Action: Analyze and adjust enforcement strategies.
- Outcome: Targeted enforcement to reduce severe incidents.

### 3. Reach Vulnerable Road Users Via Existing Efforts

- Action: Integrate safety messages into City programs.
- Outcome: Increased safety awareness.

### 4. Collaborate with TTD for Safer Transit Areas

- Action: Conduct safety audits and implement improvements.
- Outcome: Safer transit stops.

### 5. Coordinate Education Campaigns with Enforcement

- Action: Launch campaigns timed with enforcement blitzes.
- Outcome: Increased public compliance with traffic laws.

### 6. Improve Crash and Injury Data Quality

- Action: Update data collection protocols and train staff
- Outcome: Reliable data for safety initiatives.

## 7. Performance Metrics

- Reduction in traffic killed and severe injuries.
- Number of citations for five killed and severe injury causes.
- Safety improvements around transit stops.
- Public awareness levels.
- Quality of crash and injury data.

## 8. Reporting

- Frequency: Annual reports to the City Council and the public.
- Review: Annual review meetings for effectiveness adjustments.

The Vision Zero Task Force will use collaboration, data-driven strategies, and community engagement to make the City of South Lake Tahoe's streets safer for all.



# FUNDING & IMPLEMENTATION

The following key criteria are recommended for scoring and ranking location-specific design projects to help prioritize future safety projects in the City of South Lake Tahoe. These criteria will ensure that projects align with the city's safety and community goals:

These are the following key criteria to score and prioritize the design projects:

- Crash Frequency/History
- Crash Severity
- Crash Types
- Safety Benefits
- Roadway Characteristics
- Benefits to Vulnerable Road Users
- School Safety Impact
- Equity Impact
- Public Engagement
- Cost-Effectiveness
- Ease of Implementation

Using these criteria, the City of South Lake Tahoe can effectively prioritize projects that will most significantly enhance the safety and quality of life for all residents and visitors.



## PRIORIZATION MATRIX:

| Criteria | Description |
|---|---|
| Crash Frequency/ History | The number of crashes occurred at a location over a set period (e.g. 5- 10 years). |
| Crash Severity | Prioritizing projects with locations having a higher proportion of killed and severe injury crashes. |
| Crash Types | Prioritizing projects with locations that have prevalent crash types like run-off-road, head-on, and angle crashes is important. |
| Safety Benefits | This evaluates the crashes severity risk associated with the project location based on a 10-year crashes history. A severity index is first determined by weighting each crashes to calculate the safety benefit score. KSI crashes are assigned 5 points, severe injury crashes 3 points, and possible injury crashes 1 point. The corridor ranking system also includes crashes that occurred at intersections. This criterion includes both Crash Severity and Crash Frequency/History. |

| Criteria | Description |
|---|---|
| Roadway Characteristics | Factoring in roadway geometry, lane/shoulder widths, sight distances, etc. |
| Benefits to Vulnerable Road Users | Projects that include improvements benefiting pedestrians, bicyclists, transit users, or persons with disabilities. |
| School Safety Impact | Projects that improve safety on roadways and intersections within 0.25 miles of an existing school. |
| Equity Impact | Projects located fully or partially in, or adjacent to, transportation-disadvantaged census tracts. |
| Public Engagement | Projects that have garnered community support through prior planning efforts or outreach processes. |
| Cost-Effectiveness | Evaluating the cost estimates of potential countermeasures. |
| Ease of Implementation | Projects are prioritized based on the complexity of their countermeasures - for high-ease improvements like signs, lights, striping, and crosswalks; for medium-ease improvements like sidewalks, medians, and new signals; and low-ease improvements requiring lane/geometry changes, right-of-way acquisition, or utility or drainage work. |



## FUNDING

The City of South Lake Tahoe has several funding opportunities available to support safety improvements: Caltrans' Highway Safety Improvement Program (HSIP) and the Active Transportation Program (ATP) offer funding for projects to reduce traffic fatalities and promote safer walking and biking. The California Office of Traffic Safety (OTS) provides grants for traffic safety initiatives, including enforcement, education, and infrastructure upgrades. At the same time, the Safe Routes to School (SRTS) program supports efforts to ensure children can walk and bike safely to school. South Lake Tahoe can also seek funding through the State Transportation Improvement Program (STIP) and the Transportation Alternatives Program (TAP) for infrastructure projects enhancing pedestrian and cyclist safety. The Tahoe Regional Planning Agency (TRPA) supports regional transportation safety improvements, and the Federal Highway Administration's Surface Transportation Block Grant (STBG) program provides flexible funding for road safety enhancements. Additionally, the Local Road Safety Plan (LRSP) program can help South Lake Tahoe address specific safety concerns. At the same time, partnerships with private organizations, such as the California Community Foundation, may offer further financial resources to support public safety initiatives.

## FUNDING OPPORTUNITIES

- **California Department of Transportation (Caltrans)** - Highway Safety Improvement Program (HSIP): Caltrans offers funding through the HSIP to reduce traffic fatalities and severe injuries on public roads. The City could seek funds for infrastructure safety improvements, including pedestrian and cyclist safety enhancements.

- **Active Transportation Program (ATP):** Caltrans administers the ATP, which supports projects that promote walking, biking, and safer non-motorized transportation. The City can apply for funds to develop pedestrian and bicycle safety projects.

- **California Office of Traffic Safety (OTS) Grants:** OTS provides funding to local agencies for programs that address road safety, including traffic enforcement, safety education, and infrastructure improvements. The City can apply for grants to support traffic safety initiatives such as Vision Zero and pedestrian safety campaigns.

- **Safe Routes to School (SRTS):** California Program: The state's SRTS program funds projects that promote safe and active transportation for children traveling to and from school. The City could apply for infrastructure improvements and educational programs that make walking and biking to school safer.

- **State Transportation Improvement Program (STIP):** The STIP is a multi-year capital improvement program funded by the state to assist with transportation projects. It can be used for highway and local road safety improvements, including those focused on pedestrian and cyclist safety in South Lake Tahoe.

- **Tahoe Regional Planning Agency (TRPA):** TRPA is a bi-state planning agency that oversees transportation projects in the Tahoe Basin. To ensure safer mobility in the City, they offer funding and planning assistance for regional safety improvement projects, including pedestrian and bicycle infrastructure.

- **Transportation Alternatives Program (TAP):** Caltrans administers the TAP, which funds smaller-scale transportation projects such as pedestrian and bicycle facilities. The City can apply for funds to enhance street crossings and reduce vehicle-pedestrian crashes.

- **Federal Highway Administration (FHWA):** Surface Transportation Block Grant Program (STBG): STBG offers flexible funding for projects improving pedestrian and vehicle safety. The City can leverage these federal grants to implement road safety improvements and traffic calming measures.

- **Local Road Safety Plan (LRSP):** This plan helps California cities like South Lake Tahoe create tailored road safety plans to identify and address safety challenges. Funding is available to implement identified improvements for pedestrians and drivers in high-risk areas.

- **California Community Foundation:** Transportation and Safety Grants: Foundations and non-profits often support local government projects to improve public health and safety. The City could explore partnership opportunities with private organizations to secure additional funding.

## IMPLEMENTATION

Successful implementation of the Vision Zero Action Plan in the City of South Lake Tahoe will require close collaboration with key safety partners, including local municipalities, Caltrans, law enforcement, emergency responders, community organizations, and relevant state and regional agencies. Establishing or extending an existing Task Force to meet regularly, coordinate activities, review progress, and address any emerging challenges is crucial. Integrating safety strategies and countermeasures into the City's transportation planning, capital improvement programs, and project development efforts is essential. This includes prioritizing safety projects for funding and ensuring that safety countermeasures are incorporated into all new infrastructure projects from the design phase onward. Coordinating with Caltrans and neighboring municipalities to implement improvements on shared road networks is also a key aspect of success. Funding plays a critical role, and it will be necessary to pursue diverse sources of federal, state, and local funding, as well as grants and public-private partnerships, to secure the resources required to advance safety projects and achieve Vision Zero goals.

# MONITORING & EVALUATION

Continuous monitoring and periodic evaluation are essential to ensure South Lake Tahoe's Vision Zero Action Plan achieves its goals. A set of quantifiable performance measures, such as the number of killed and seriously injured (KSI) crashes, citations, observational data, and public feedback, should be established to track progress. Implementing consistent data collection protocols across the city is crucial for accuracy, including gathering collision data, roadway information from Caltrans, law enforcement citation data, observational studies, and community input through public feedback tools.

The City of South Lake Tahoe should designate a lead agency or working group, such as the Vision Zero Task Force, to oversee the recurring compilation of data from all relevant sources. Developing a regularly updated collision dashboard and a GIS-based monitoring platform will allow the city to track implementation progress and assess safety improvements over time. Detailed before-and-after studies should be conducted to ensure the effectiveness of high-cost, area-specific safety measures, comparing baseline conditions with post-implementation outcomes regarding collision rates, traffic speeds, and safety conflicts.

The collected data and evaluations of performance measures should be reviewed annually with key stakeholders, including local agencies and safety partners. This process will help identify areas where goals are not being met, inform necessary adjustments or new strategies, highlight emerging safety issues, and guide updates to the Vision Zero Action Plan every two to five years. Ongoing monitoring, evaluation, and plan revisions based on observed data are vital for ensuring long-term safety improvements in South Lake Tahoe.



## MEASURING EFFECTIVENESS OF SAFETY PROJECTS

Implementing effective countermeasures and validating their success is crucial for achieving the goals of the Vision Zero Plan. This section outlines the key activities and protocols for monitoring and evaluating the performance of individual safety projects.

## PRE-IMPLEMENTATION DATA COLLECTION

Before any safety project is implemented, comprehensive baseline data should be collected within the project area to enable future before/after comparison analysis. Data to be compiled includes:

### Collision Data:

- Collision types (pedestrian, angle, rear end, etc.)
- Collision severity levels
- Locations and corridors
- Contributing factors

### Traffic Data:

- Vehicle traffic volumes
- Pedestrian and bicycle traffic counts

### Operations Data:

- 85th percentile and pace speeds
- Vehicle/pedestrian/bicycle conflict observations
- Observable road user behavior and compliance levels

## STATISTICAL ANALYSIS METHODOLOGY

Appropriate statistical techniques can be applied to account for regression-to-mean effects, traffic volume changes over time, and other potential biases. Recommended approaches include the Empirical Bayes method and advanced regression modeling.

Using these techniques, the predicted long-term safety performance should be calculated, assuming no safety improvements were implemented. This becomes the baseline for comparison.

## POST-IMPLEMENTATION DATA COLLECTION

After allowing sufficient time following project implementation (typically one to three years), the exact scope of "after" data can be re-collected to enable a before/after comparison.

## PERFORMANCE EVALUATION MEASURES

The following key safety performance measures can be evaluated by comparing predicted vs. actual post-implementation conditions:

- Total crashes
- KSI Crashes
- Crashes by type (pedestrian, intersection, roadway departure, etc.)
- Operating speeds
- Conflicts between modes (vehicle/pedestrian/bicycle)

## SUPPLEMENTAL MEASURES FOR BEHAVIORAL SAFETY PROJECTS

For safety initiatives focused on influencing driver, pedestrian, or bicyclist behavior (e.g. education campaigns, enforcement activities), leading indicators of compliance can be tracked, such as:

- Speeding violations
- Impaired driving arrests/citations
- Distracted driving violations
- Pedestrian and bicycle traffic counts
- Observed yielding/compliance behavior

## PROJECT EVALUATION REPORT

All findings from the before/after analysis should be documented in a comprehensive Project Evaluation Report containing:

- Project scope and description of implemented countermeasures
- Implementation costs
- Data collection processes and sources
- Statistical analysis methodology
- Summary of before/after performance results
- Assessment of whether intended benefits were achieved
- Lessons learned and recommendations
- Supplemental policy, program, or design guidance as applicable

## CONTINUAL MONITORING PROCESS

To ensure ongoing effectiveness evaluation, the City of South Lake Tahoe should establish:

- Routine schedules for MOE (Measure of Effectiveness) data collection and analysis
- Designated staff responsibilities for MOE activities
- Integration of MOE findings into annual performance reviews
- Mechanism for refining project approach based on evaluation results

## PLAN UPDATE

The City of South Lake Tahoe's Vision Zero Action Plan should be treated as a dynamic, living document and updated every two to five years following its adoption. The update process should include a comprehensive review of the latest collision data, changes in the transportation network, and newly available data sources to identify shifting safety needs. A thorough evaluation of the effectiveness of implemented strategies, based on the monitoring and evaluation processes, is essential for informing future updates. Engaging key stakeholders through the Vision Zero Task Force and public outreach efforts will be critical to gathering feedback and identifying areas for improvement or modification. Based on these findings, the plan's goals, strategies, countermeasures, implementation timeline, and performance measures may need adjustments to better address ongoing or emerging safety challenges. Regular updates will ensure that the Vision Zero Action Plan remains relevant and effective in driving sustained improvements in traffic safety for the City of South Lake Tahoe.

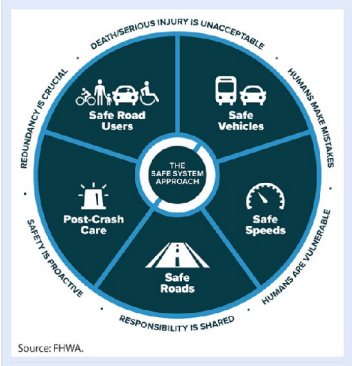
# *City Council*
# *January 14, 2025*

CITY OF
SOUTH LAKE TAHOE

# *Vision Zero Action Plan*

Vision Zero is a strategy to

- Eliminate all traffic fatalities and severe injuries;
- Provide safer, healthier, and equitable mobility alternatives;
- Accommodate all modes of transportation;
- Develop solutions that are collaborative, equitable and data-driven;
- Implement a safe systems approach;



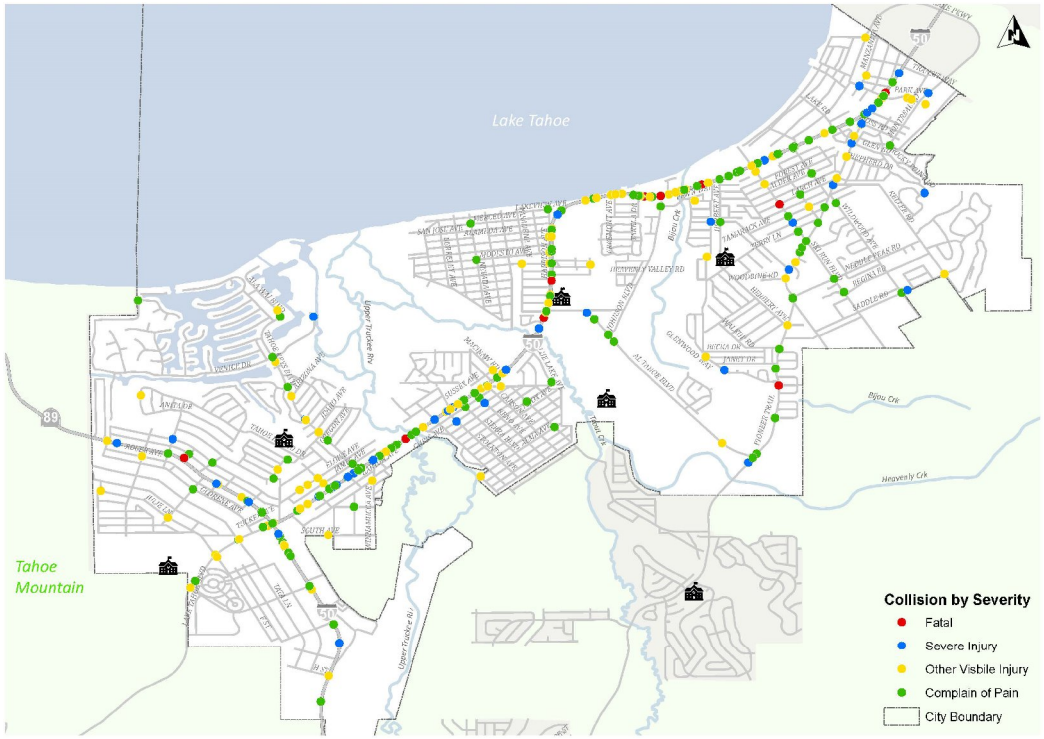

**PRINCIPLES**

- Deaths and serious injuries are unacceptable
- Humans make mistakes
- Humans are vulnerable
- Responsibility is shared
- Safety is proactive
- Redundancy is crucial

**BENEFITS**

- A data-driven approach to identify, analyze, and prioritize roadway safety improvements
- Considers stakeholder and community feedback to identify additional traffic safety-related concerns
- Allows the Village to implement a systemic approach to address crashes
- Tailored to the Village's and Community specific traffic safety needs – based on the data
- Implementation: The village is eligible to apply for grants (Safe Streets for All (SS4A))

# *Why do we need Vision Zero?*




All Injury Collisions (2014-2023)

City Streets (2014-2023)

| Collision Severity | Roadway Segment | Intersection | Total |
|---|---|---|---|
| Killed | 1 | 3 | 4 |
| Severe Injury | 4 | 15 | 19 |
| Other Visible Injury | 6 | 54 | 60 |
| Complaint of Pain | 8 | 61 | 69 |
| Total | 19 | 133 | 152 |

Between 2014-2023, 23 KSI collisions are observed on the City streets.

State Routes (2014-2023)

| Collision Severity | Roadway Segment | Intersection | Total |
|---|---|---|---|
| Killed | 3 | 10 | 13 |
| Severe Injury | 5 | 25 | 30 |
| Other Visible Injury | 16 | 51 | 67 |
| Complaint of Pain | 26 | 85 | 111 |
| Total | 50 | 171 | 221 |

Between 2014-2023, 43 KSI collisions are observed on the State Routes.

*Note: Killed and Severe Injury (KSI)*

CITY OF SOUTH LAKE TAHOE

# *South Lake Tahoe's Vision Zero Action Plan*

- Comprehensive safety initiative aimed at eliminating killed and serious injury traffic crashes within South Lake Tahoe by 2035.
- Encompasses a safe system approach for pedestrians, cyclists, and motorists that integrates engineering, enforcement, education, and data-driven decision-making.
- Establish a task force, analyze existing conditions and historical trends, identify high-risk locations, engage with stakeholders, assess policies and guidelines, develop a comprehensive project list, and ensure public accessibility of the plan through online publication.
- Create a well-coordinated and inclusive action plan that addresses safety needs, incorporates stakeholder input, identifies opportunities for improvement, and establishes a framework for measuring progress.
- By effectively implementing this plan, the City can apply for grants to fund and execute each project identified.

| SS4A Action Plan Requirements | Sections |
|---|---|
| Leadership Commitment and Goal Setting | • Vision Statement<br>• Setting up a Task Force Team |
| Planning Structure | • Community Engagement<br>• Data Collection & Analysis |
| Safety Analysis | • Data-Driven Approach<br>• Collision Profiles |
| Engagement and Collaboration | • Community Engagement |
| Policy and Process Changes | • Action Plan<br>• Transportation Technology<br>• Educational Programs<br>• Traffic Enforcement Program<br>• Vision Zero |
| Strategy and Project Selections | • Action Plan<br>• Implementable Actions |
| Progress and Transparency | • Project Website and Updates<br>• Regular Task Force Meetings/Project Timeline<br>• Monitoring Implementation |
| Action Plan Adoption Date | • Adopted by Spring 2025 |

CITY OF SOUTH LAKE TAHOE

# South Lake Tahoe's Vision Zero Resolution

**Resolution 2024-106**

**Adopted by the City of South Lake Tahoe**
**City Council**

**September 24, 2024**

**Establishing a Vision Zero Policy Toward Zero Traffic Deaths and Severe Injuries by 2035**

**BACKGROUND**

A. According to data from the National Highway Traffic Safety Administration (NHTSA), each year, approximately 40,000 people are killed in traffic collisions in the United States.

B. In a study comparing 19 peer nations, the Center for Disease Control and Prevention found that the United States has the highest traffic death rate per person.

C. From 2014 to 2023, 17 people died (17 crashes), 52 people (49 crashes) suffered severe life-changing injuries, and an additional 158 people (127 crashes) suffered visible injuries on the City of South Tahoe's operated streets and State Routes.

D. From 2014 to 2023, 47 bicycle-related injury crashes occurred (19 on city streets, 28 on state routes), out of which 13 were Killed or Severe Injury (KSI) crashes (6 on City streets, 7 on State Routes).

E. From 2014 to 2023, 45 pedestrian-related injury crashes occurred (16 on City Streets, 29 on State Routes), out of which 16 were KSI crashes (5 on City streets, 11 on State Routes).

F. From 2014 to 2023, 32 percent (29 crashes) of total pedestrian and bicycle crashes (92 crashes) resulted in people killed or seriously injured.

G. From 2014 to 2023, the most common primary collision factor for crashes where people were killed or seriously injured was due to driving under the influence followed by automobile right of way for City Streets while for State Routes pedestrian violation is the topmost factor followed by driving under the influence.

H. Vision Zero is a public health-based traffic safety strategy to reduce and eventually eliminate traffic deaths and serious injuries using a data-driven multi-disciplinary and safe systems approach that also increases safe, healthy equitable mobility for all.

I. Vision Zero recognizes that while human error will always occur, a combination of engineering, education, and enforcement measures can reduce collisions and can prevent collisions from causing death or severe injuries.

J. One death or serious injury on City streets is one too many and City and departmental leadership are dedicated to strategies that aim to reduce and eliminate deaths and serious injuries on City streets.



c. Adopt and proactively encourage the application of the Federal Highway Administration's list of Proven Safety Countermeasures and Safe Systems Approach.
d. Revise design criteria for new roadways and existing roadways to achieve a Desired Operating Speed approach for the context, that are sustainable and self-enforcing or self-encouraging, that are reflective of the current and anticipated future state of the practice for context sensitive, people-centric designs that are to human scale and recognizes desire lines between people-centric origins and destinations, and assert context-sensitive people-centric judgement over numerical warrants.
e. Review laws, ordinances, rules, policies, procedures, and regulations for conflictive or contrary language and provide remedy through administrative, collaborative, or legislative action.
f. Develop and maintain effective partnerships with other agencies, entities, organizations, community groups, and stakeholders to further the goals of, support, and advocate for Vision Zero.
g. Establish a continued safety task force comprised of City officials, key staff, and members of the community dedicated to implementing and monitoring the City's Vision Zero Plan.
h. Provide for ongoing evaluation and performance measurements and present to Council on a regular basis a report on the initial and ongoing status of achieving the goal of zero fatal and serious injury crashes by the year 2035.
i. Advocate and support public transit capacity as a means to reduce vehicle traffic.

Adopted by the City of South Lake Tahoe City Council on September 24, 2024 by the following vote:

Yes: Bass, Wallace, Creegan, Robbins, Middlebrook

Date: 10/3/2024

Cody Bass, Mayor

Attest:

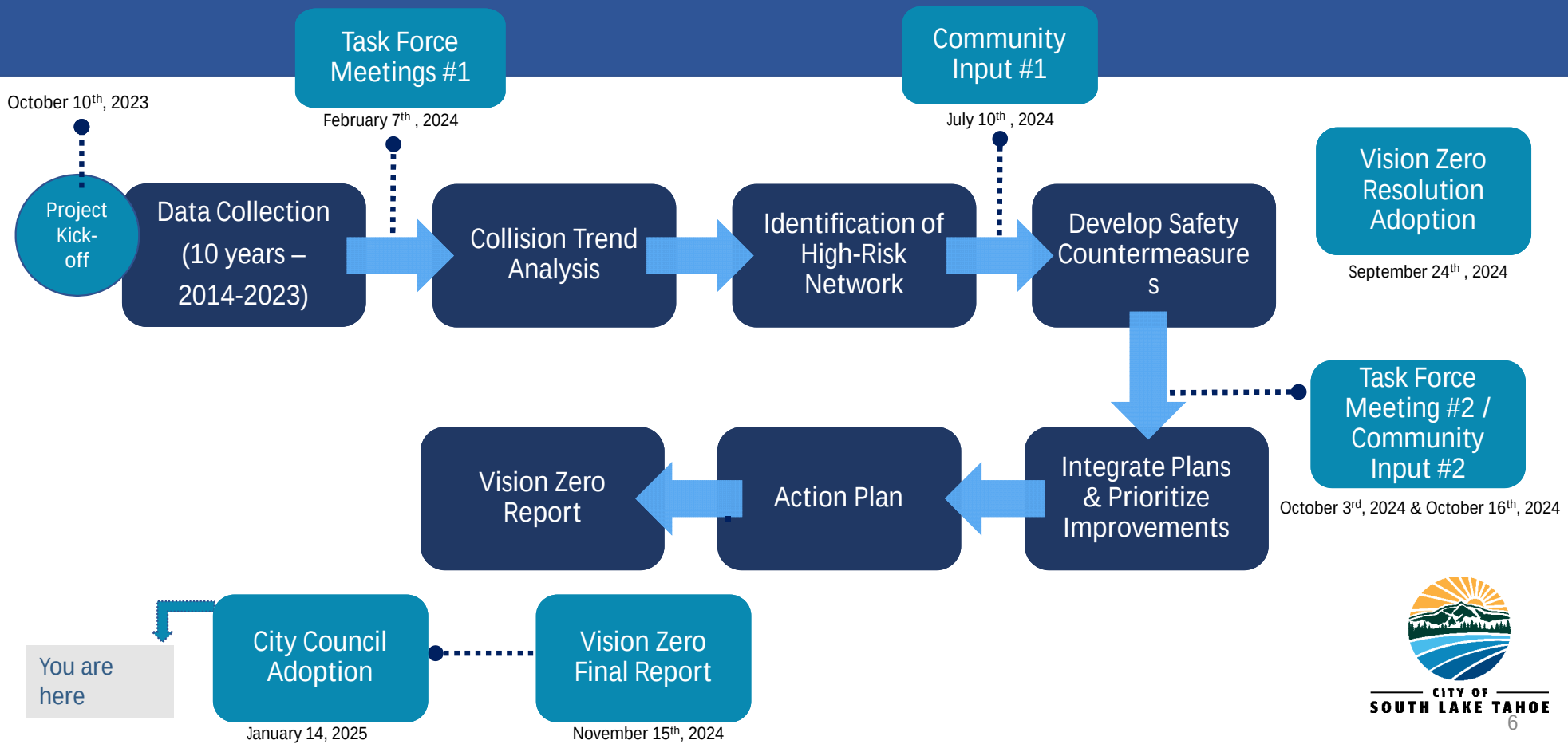
Susan Blankenship, City Clerk

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*



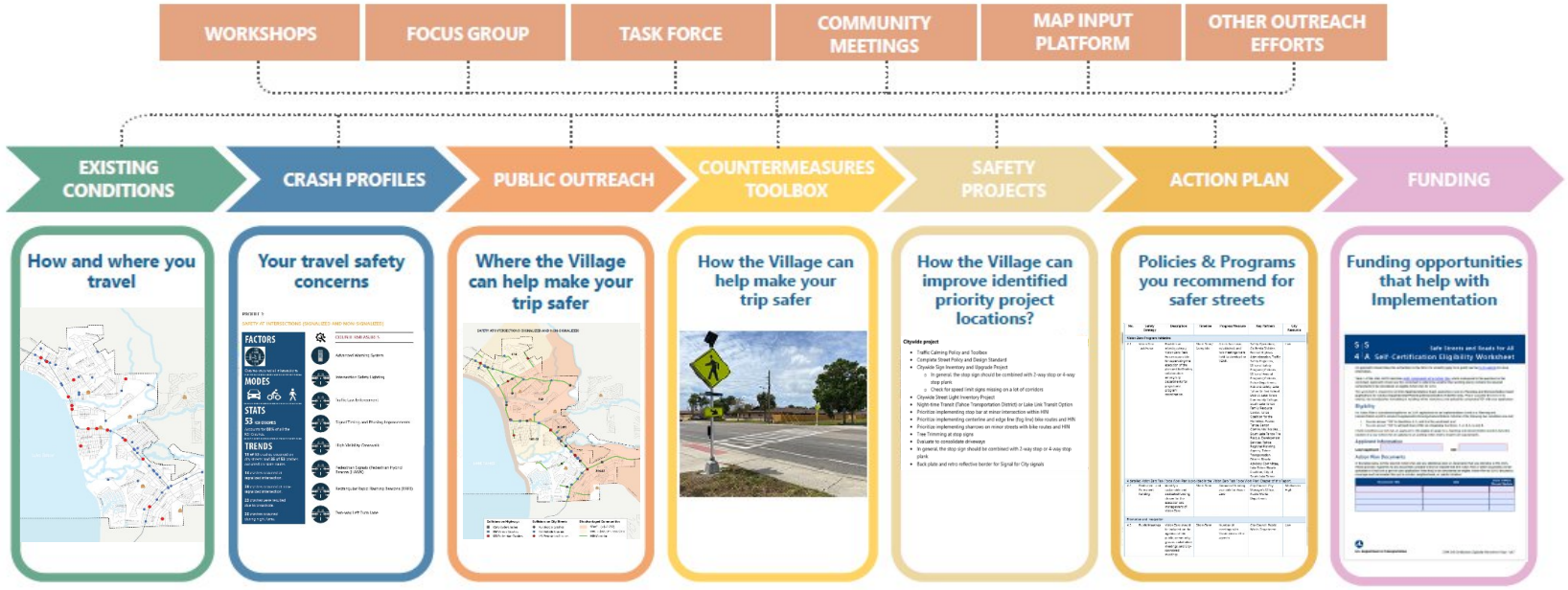
CITY OF SOUTH LAKE TAHOE

# *Process & Timeline*




CITY OF SOUTH LAKE TAHOE

# *Project Approach*




- 29 percent of the reported traffic concerns were attributed to motor vehicles, while 33 percent were pedestrians.
- 73 percent of the reported traffic concerns were attributed to intersection safety, while 20 percent were related to pedestrian safety, and 19 percent to speeding.

- 27 percent of map tool comments included bicycle safety.
- Seven percent of map tool comments are related to intersection safety.

Among all reported intersection traffic concerns, US 50, Pioneer Trail, Johnson Boulevard, Lakeview Avenue, Tahoe Keys Boulevard, Herbert Avenue, and US 89 had the highest traffic concerns.

29 percent of the traffic concerns were related to motor vehicles, while 33 percent were related to pedestrians, followed by 38 percent bicycle-related issues.

CITY OF SOUTH LAKE TAHOE

# Community Engagement

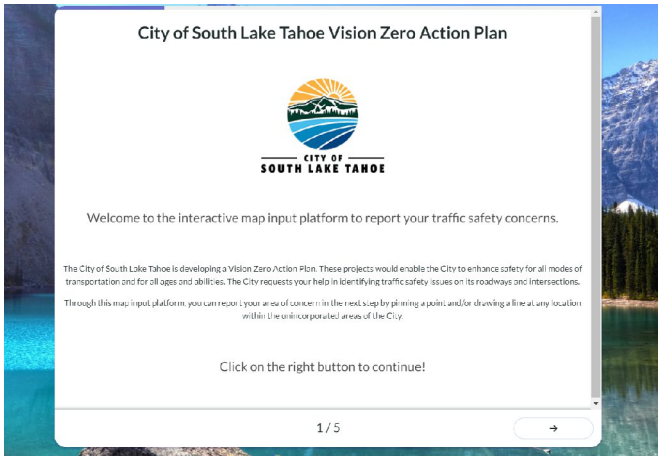
## Public Outreach

Vision Zero Action Plan requires public outreach because it aims to improve road safety and reduce traffic fatalities, and gathering feedback from the community can help ensure the plan addresses their needs and concerns.

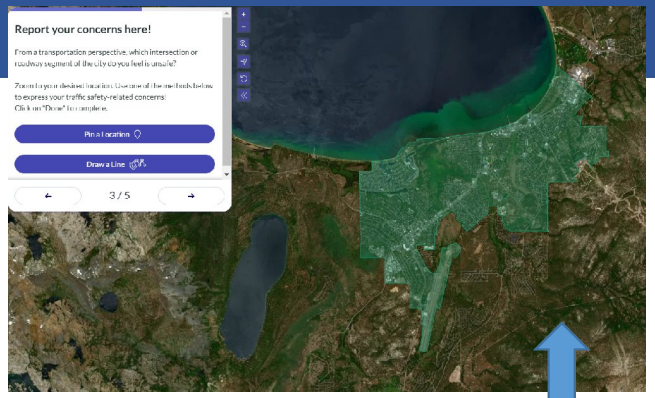
The City of South Lake Tahoe is working collaboratively in a data-driven effort to eliminate traffic fatalities and serious injuries.

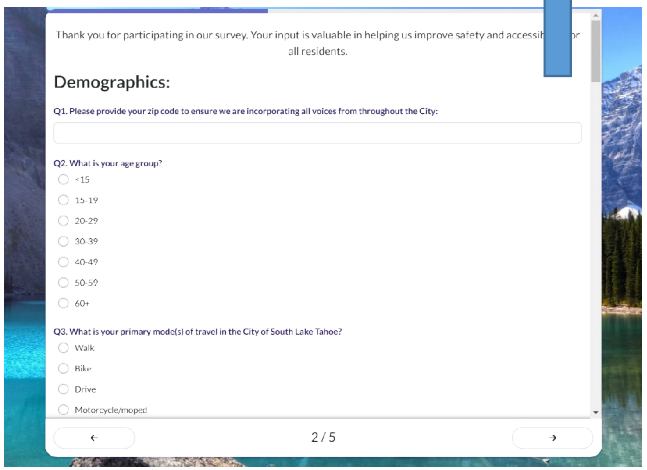
Your input is essential for the success of this Vision Zero Action Plan. Follow the link below to provide us with your concerns about traffic and safety.

Click here to access the interactive map input platform to report your traffic safety concerns.



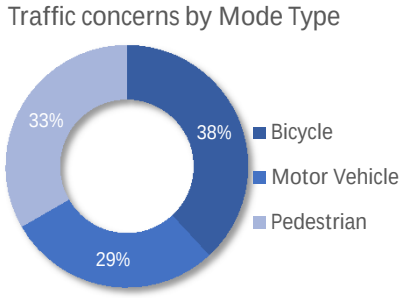

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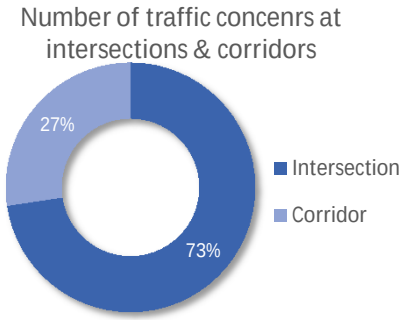


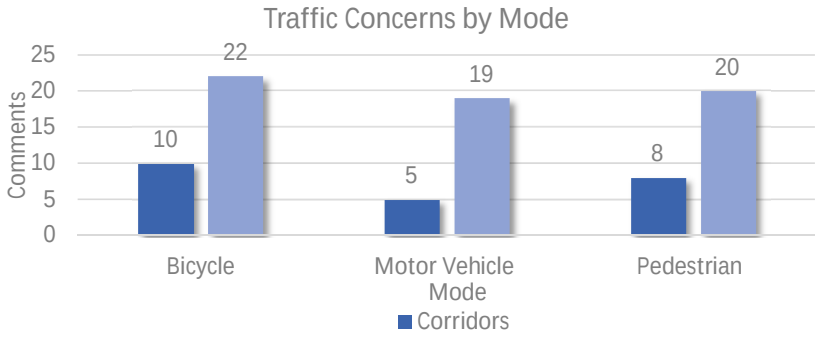



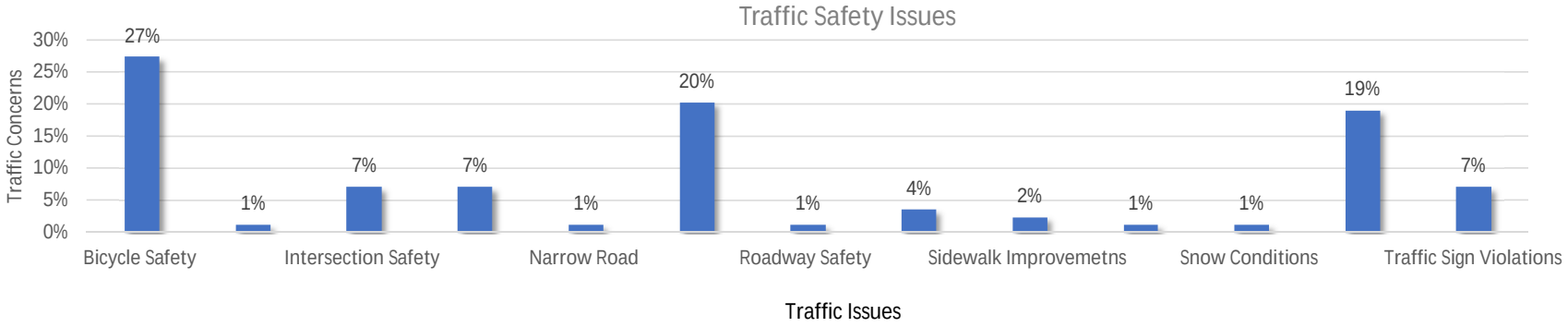

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# *Map Tool Comments*



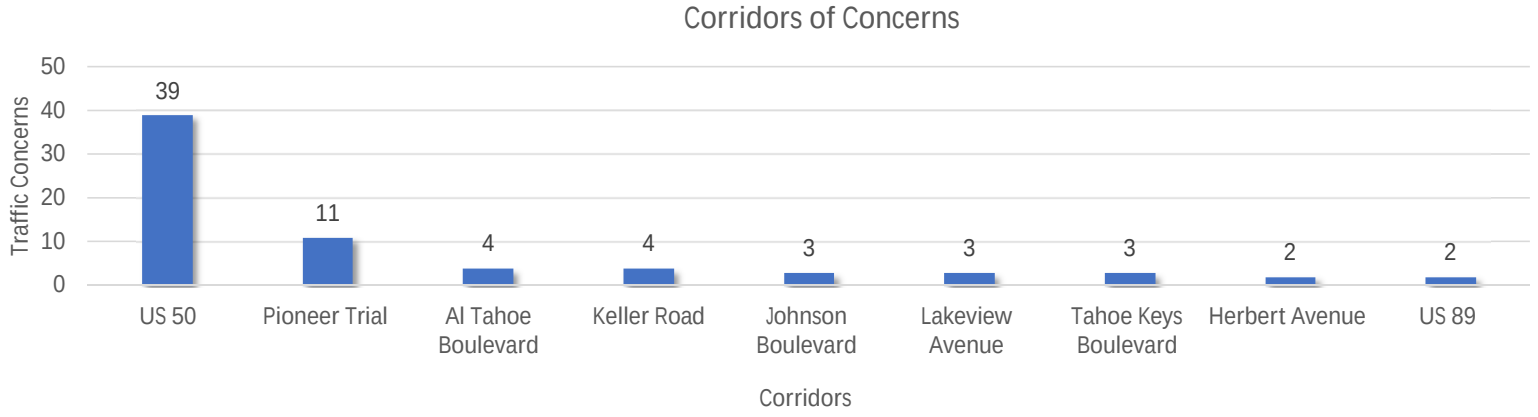



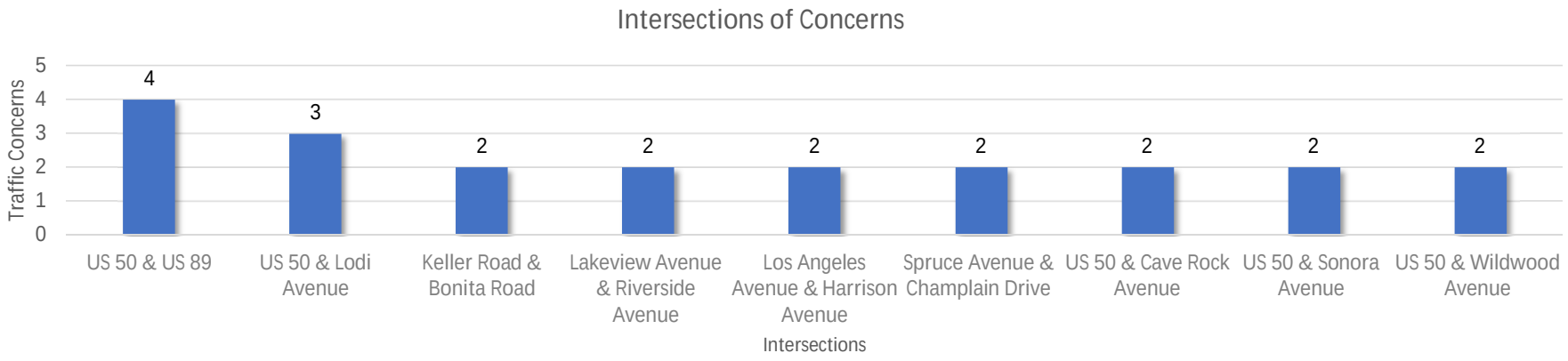

CITY OF SOUTH LAKE TAHOE

# *Map Tool Comments*




Five corridors with the highest number of traffic concerns:

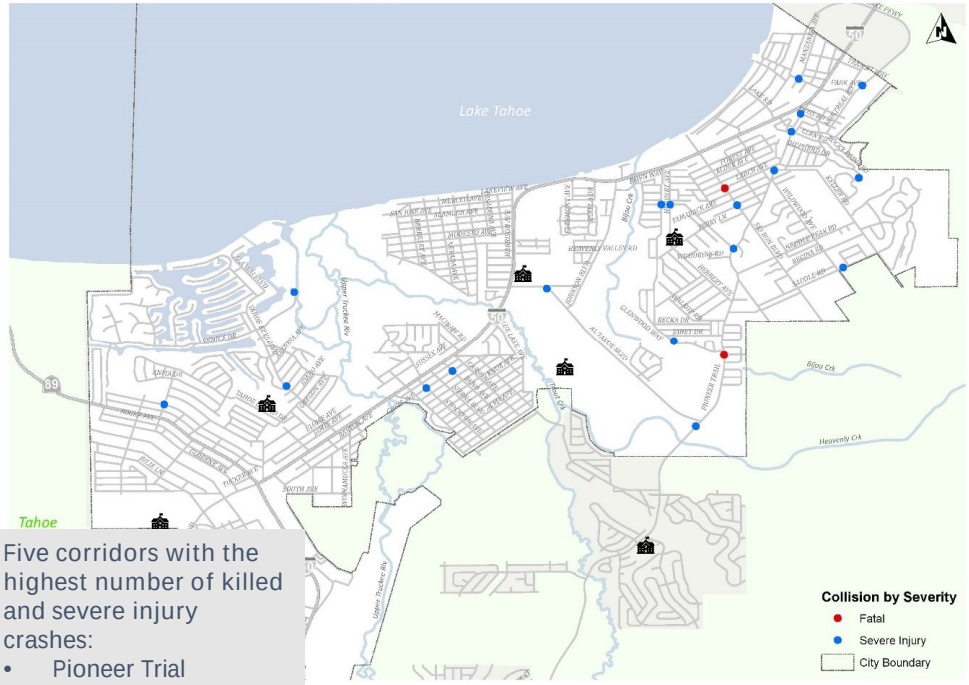
- US 50
- Pioneer Trail
- Al Tahoe Boulevard
- Keller Road
- Johnson Boulevard




CITY OF SOUTH LAKE TAHOE

# *Crash Trends & Analysis*

## City Streets

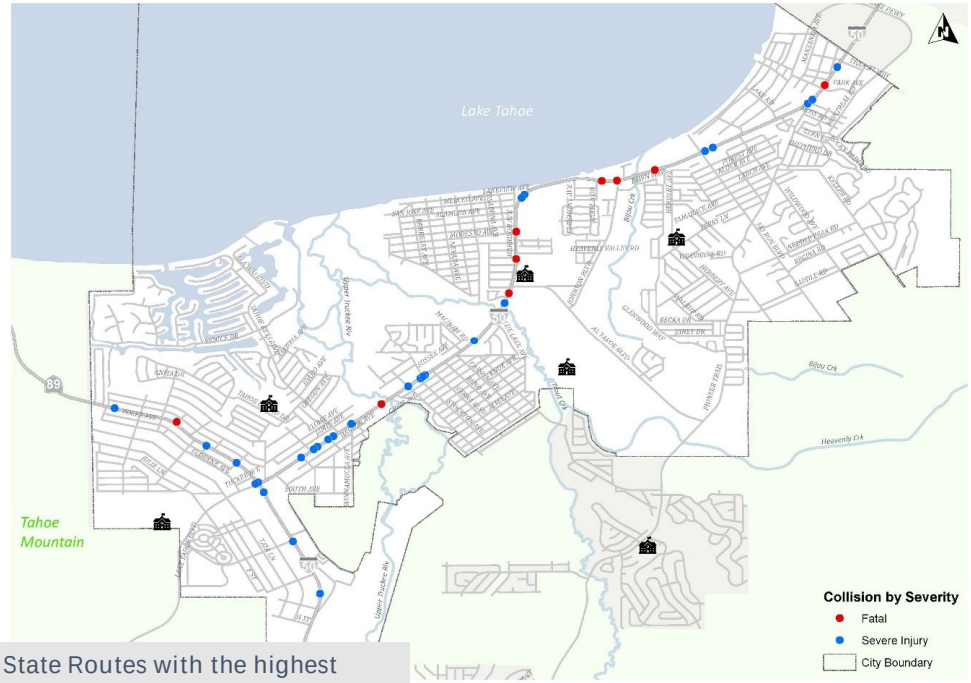



Five corridors with the highest number of killed and severe injury crashes:

- Pioneer Trial
- Ski Run Boulevard
- Tahoe Keys Boulevard
- Blackwood Road
- Merced Avenue

All Killed and Severe Injury Crashes (2014-2023)

## State Routes

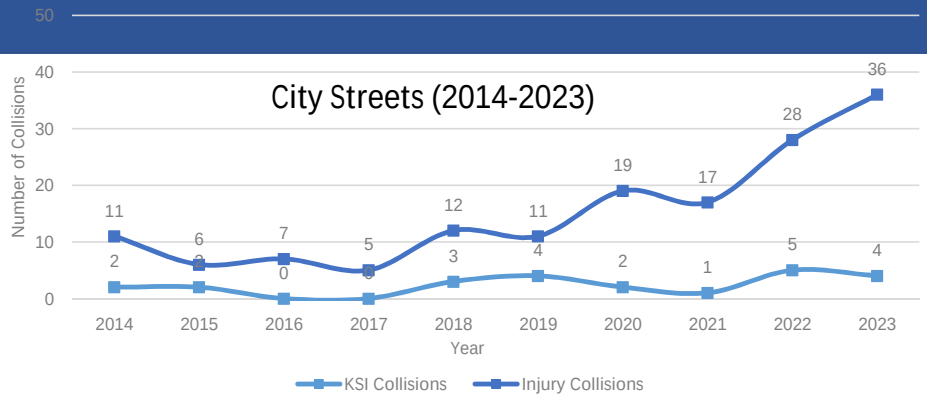


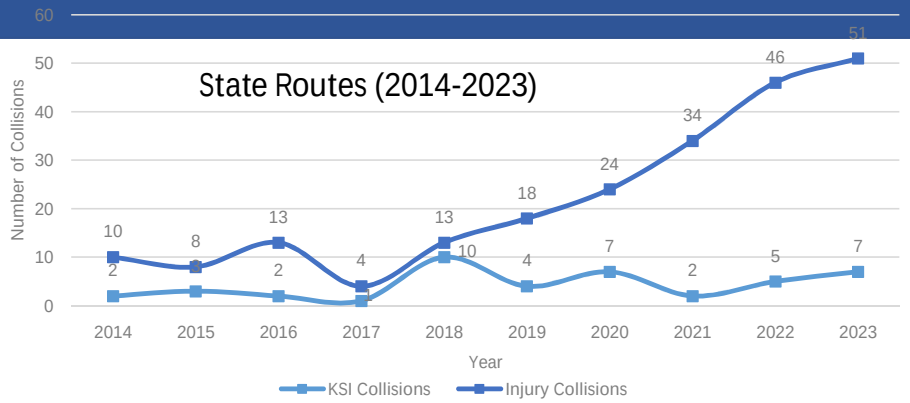

State Routes with the highest number of killed and severe injury crashes:

- Lake Tahoe Boulevard (US 50)
- Emerald Bay Road (SR 89)

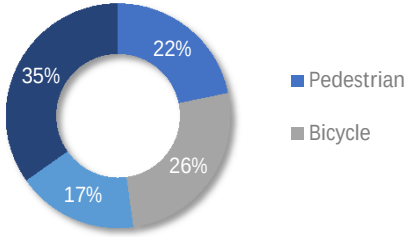
All Killed and Severe Injury Crashes (2014-2023)

# Crash Trends & Analysis



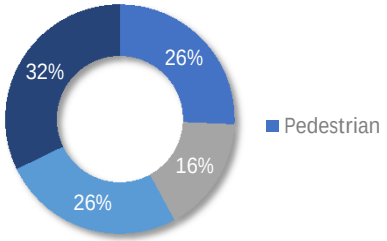




Pedestrian/Bicycle Crashes (KSI)




- Bicycle Crashes (6 KSI Crashes)
- Pedestrian Crashes (5 KSI Crashes)
- Motorcycle Crashes (4 KSI Crashes)
- Other Motor Vehicle (8 KSI Crashes)

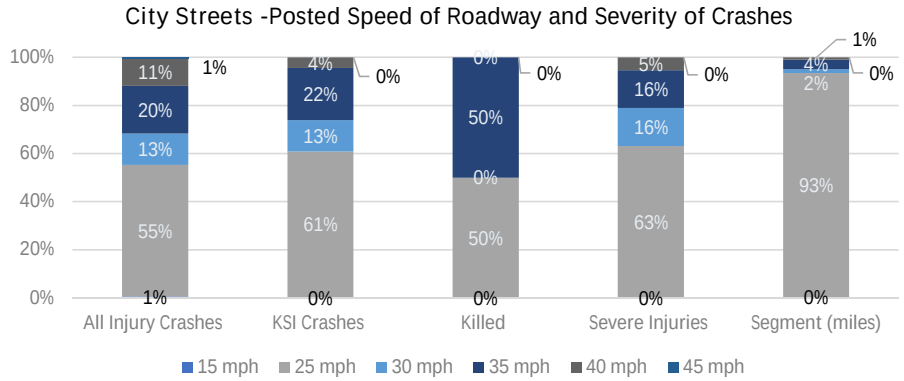
Pedestrian/Bicycle Crashes (KSI)

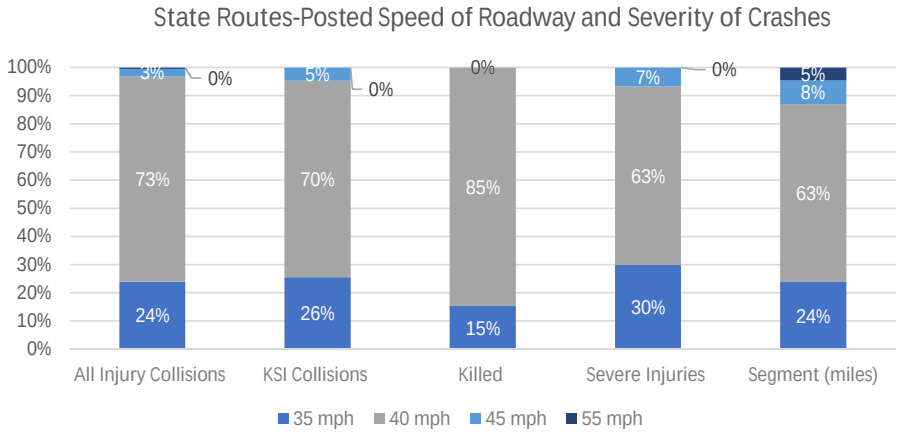


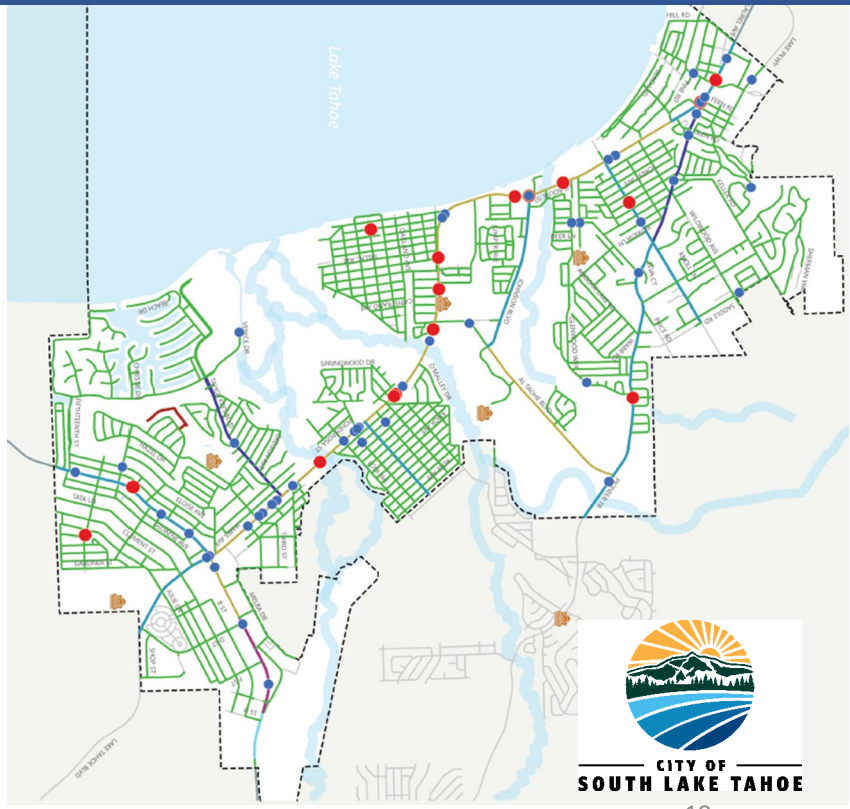

- Bicycle Crashes (7 KSI Crashes)
- Pedestrian Crashes (11 KSI Collisions)
- Motorcycle Crashes (11 KSI Crashes)
- Other Motor Vehicle (14 KSI Crashes)

CITY OF SOUTH LAKE TAHOE

# Speed Kills


City Streets -Posted Speed of Roadway and Severity of Crashes
100%
80%
60%
40%
20%
0%
11%
1%
20%
13%
55%
1%
4%
0%
22%
13%
61%
0%
0%
50%
0%
50%
0%
5%
0%
16%
16%
63%
0%
4%
1%
0%
2%
93%
0%
All Injury Crashes
KSI Crashes
Killed
Severe Injuries
Segment (miles)
15 mph
25 mph
30 mph
35 mph
40 mph
45 mph


State Routes-Posted Speed of Roadway and Severity of Crashes
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
3%
0%
73%
24%
5%
0%
70%
26%
0%
85%
15%
7%
0%
63%
30%
5%
8%
63%
24%
All Injury Collisions
KSI Collisions
Killed
Severe Injuries
Segment (miles)
35 mph
40 mph
45 mph
55 mph


Lake Tahoe
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# *Crash Trends (2014-2024)*

**80 Percent**
of KSI crashes occurred at intersections

**58 Percent**
of KSI crashes occurred during night-time.

**18 Percent**
of KSI crashes involved driving under the influence of alcohol or drugs (DUI).

**41 Percent**
Broadside crashes make up 41 percent of all KSI Crashes.

**44 Percent**
Pedestrian and Bicycle crashes account for 44 percent of all KSI crashes.

**26 Percent**
Automobile right-of-way violations account for 26 percent of all KSI crashes

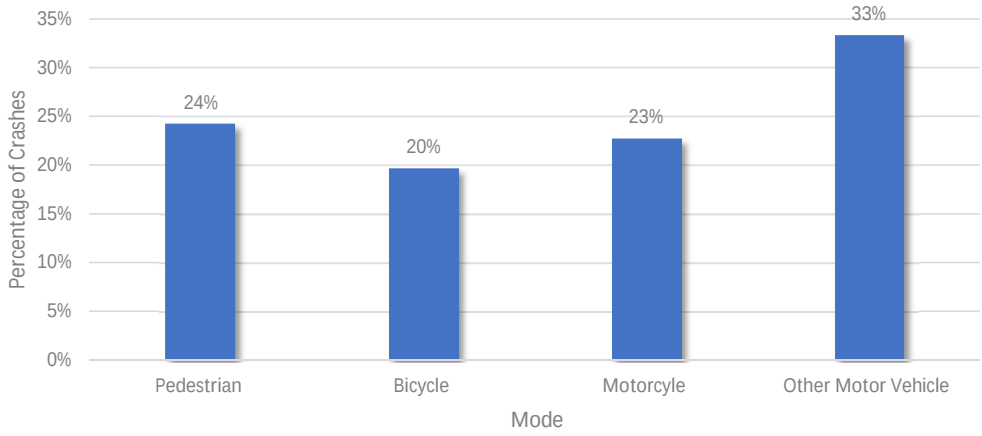
**36 Percent**
Crashes involving individuals aged 20-39 represent 36 percent of all KSI crashes.

**18 Percent**
Between 2014 to 2023, 373 injury crashes occurred, including 18 percent being KSI crashes.

**Note:** The percentage values are rounded to whole numbers. This means the data is presented without decimal points, providing a simplified and more easily interpretable overview of the statistics.

Killed and Severe Injury (KSI) Crash Trend Analysis:

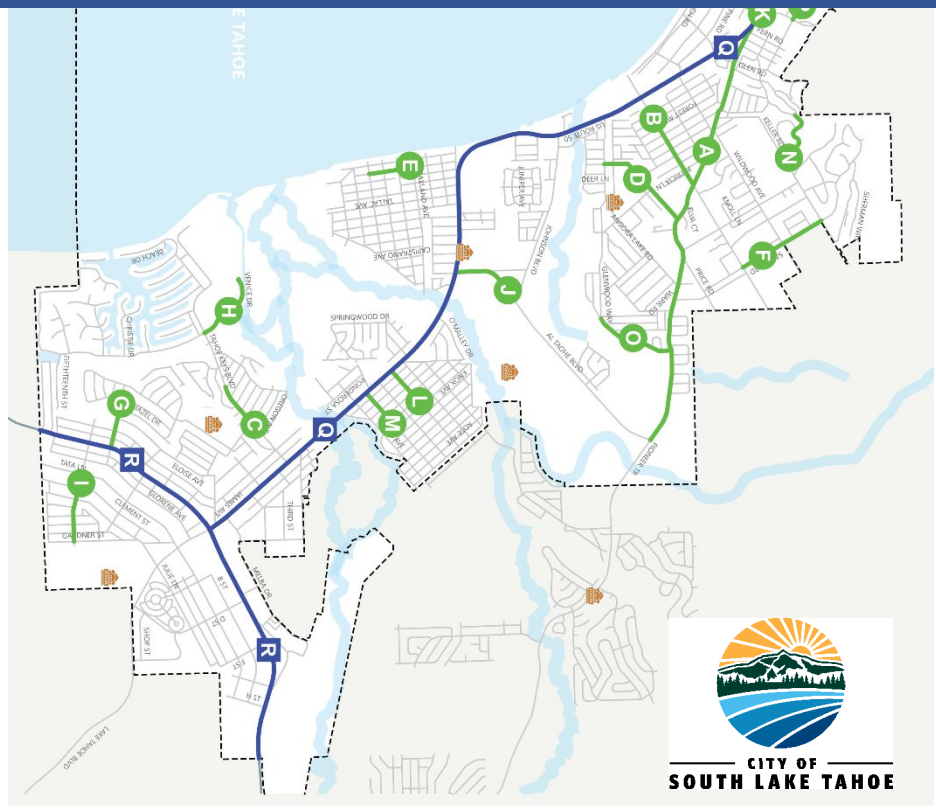
| Crash Trends | City Streets (KSI Crashes) | State Routes (KSI Crashes) |
|---|---|---|
| Broadside Crashes | 39% (9) | 42% (18) |
| Nighttime Crashes | 43% (10) | 65% (28) |
| Age Group 20-39 | 30% (7) | 40% (17) |
| Automobile Right of Way | 17% (4) | 30% (13) |
| Driving Under Influence | 22% (5) | 16% (7) |
| Pedestrian and Bicycle Crashes | 48% (11) | 42% (18) |




Percentage of Total Crashes in South Lake Tahoe by Mode (Observed on both City Streets and State Routes)
Note: Pedestrian crashes=16, Bicycle crashes=13, Motorcycle crashes=15, Other Motor Vehicle crashes=22

# Corridors – High Injury Network (2014 – 2024)

| ID | Corridors | Length (miles) | Killed+ Severe Injuries | Pedestrian /Bicycle |
|---|---|---|---|---|
| A | Pioneer Trial: Lake Tahoe Boulevard (US 50) to City Limits (South) | 2.9 | 6 | 2 |
| B | Ski Run Boulevard: Paradise Avenue to Pioneer Trial | 0.5 | 2 | 2 |
| C | Tahoe Keys Boulevard: Colorado Avenue to Idaho Avenue | 0.2 | 1 | 1 |
| D | Blackwood Road: Glenwood Way to Pioneer Trail | 0.6 | 2 | 1 |
| E | Merced Avenue: Fresno Avenue to Oakland Avenue | 0.3 | 1 | 1 |
| F | Saddle Road: Ski Run Boulevard to Keller Road | 0.5 | 1 | 1 |
| G | 12th Street: Anita Avenue to Emerald Bay Road (SR 89) | 0.3 | 1 | 1 |
| H | Venice Drive: Tahoe Keys Boulevard to Venice Drive E | 0.4 | 1 | 1 |
| I | 13th Street: Tata Lane to Gardner Street | 0.4 | 1 | 1 |
| J | Al Tahoe Boulevard: Lake Tahoe Boulevard (US 50) to Johnson Boulevard | 0.4 | 1 | 0 |
| K | Park Avenue: Pine Road to Lake Tahoe Boulevard (US 50) | 0.2 | 1 | 1 |
| L | Reno Avenue: Lake Tahoe Boulevard (US 50) to Elwood Avenue | 0.2 | 1 | 0 |
| M | Stockton Avenue: Lake Tahoe Boulevard (US 50) to Elwood Avenue | 0.2 | 1 | 0 |
| N | Pine Hill Road: Rocky Point Road to Keller Road | 0.3 | 1 | 0 |
| O | Glenwood Way: Rancho Drive to Pioneer Trail | 0.5 | 1 | 0 |
| P | Lake Parkway: Park Avenue to City limits (Northeast) | 0.2 | 1 | 0 |
| Q | Lake Tahoe Boulevard (US 50): Stateline Ave to Emerald Bay Road | 5.0 | 36 | 17 |
| R | Emerald Bay Road (SR 89): West Way to Airport Road | 2.9 | 7 | 1 |



# *Countermeasure Toolbox*



ROADWAY DESIGN



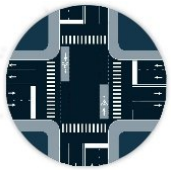

SPEED MANAGEMENT



PEDESTRIAN SAFETY



SIGNAGE AND MARKING



BICYCLE SAFETY



EDUCATION AND PUBLIC AWARENESS



OPERATIONS AND SIGNAL TIMINGS



ENFORCEMENT

CITY OF SOUTH LAKE TAHOE

# *Collision Profiles*

Crash patterns at intersections and along corridors on city streets and state routes have been similar. These profiles encompass crashes occurring on City Streets and State Routes. Between 2014 and 2023, the City Streets observed 23 KSI Crashes, and the State Routes observed 43 KSI Crashes. The City of South Lake Tahoe observed 66 KSI Crashes.

- Signalized Intersections (State Owned): 19
- Signalized Intersections (City Owned) : 3



Improve Safety at Intersections
(53 crashes)



Address Pedestrian Violation
(11 crashes)



Address Pedestrian Crashes at Intersections (10 crashes)



Address Bicycle Crashes at Intersections (13 crashes)



Reduce Night time Crashes
(38 crashes)



Driving Under Influence (DUI)
(12 crashes)



Address Broadside Crashes
(27 crashes)



Address Motorcycle Crashes at Intersections
(11 crashes)



Improve 40+MPH Streets
(33 crashes)

CITY OF SOUTH LAKE TAHOE

# Collision Profiles

PROFILE 1:

**SAFETY AT INTERSECTIONS (SIGNALIZED AND NON-SIGNALIZED)**

## FACTORS

Crashes occured at intersections

## MODES

## STATS

**53** KSI CRASHES

Accounts for **80%** of all the KSI Crashes.

## TRENDS

**18 of 53** crashes occurred on city streets and **35 of 53** crashes occurred on state routes.

**14** crashes occurred at signalized intersection.

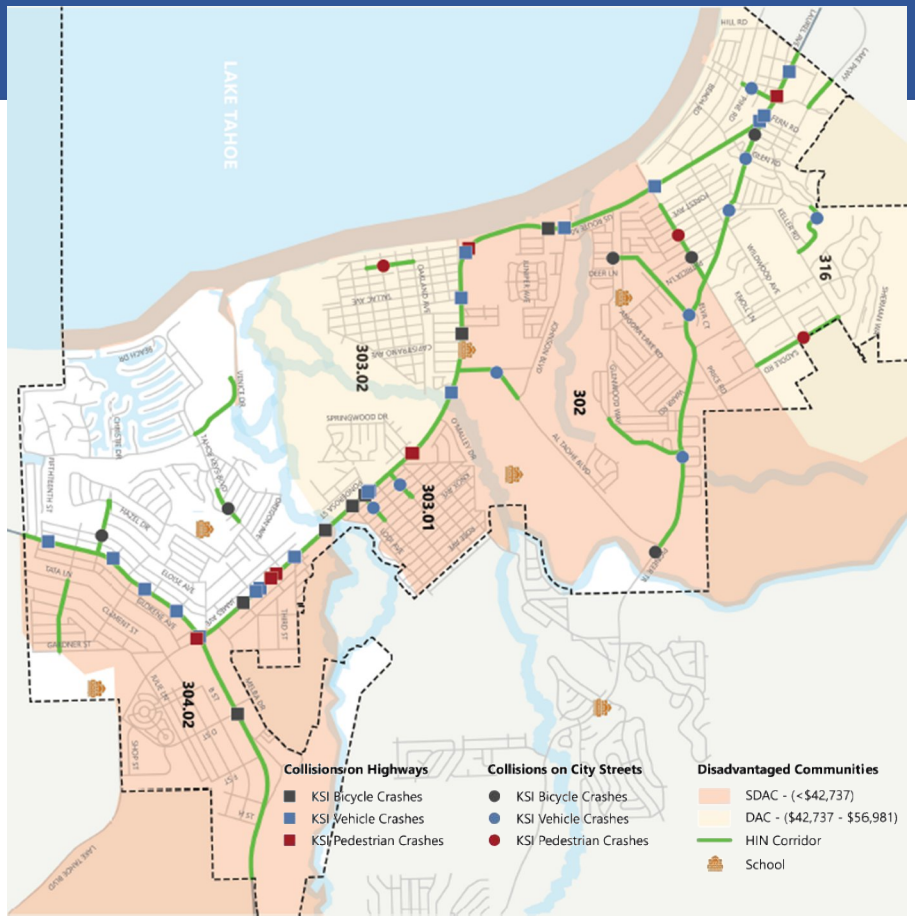
**39** crashes occurred at non-signalized intersection.

**23** crashes were resulted due to broadside.

**30** crashes occurred during night-time.

## KEY COUNTERMEASURES

- Advanced Warning System
- Intersection Safety Lighting
- Traffic Law Enforcement
- Signal Timing and Phasing Improvements
- High Visibility Crosswalk
- Pedestrian Signals (Pedestrian Hybrid Beacon (HAWK)
- Rectangular Rapid Flashing Beacons (RRFB)
- Two-way Left Turn Lane
- Retro-Reflective Backplates




CITY OF SOUTH LAKE TAHOE

# *Proposed Vision Zero Action Plan Projects*

- Neighborhood Traffic Calming Policy, Program and Toolbox
- Complete Streets Policy and Design Standards
- Citywide Sign Inventory, Retro-Reflectivity, and Upgrade Project
- Develop and Maintain Active Transportation Plan
- Citywide Streetlight Inventory
- Tree Trimming Program
- Late-Night Transit Program
- Proposed Short-Term Projects on High Injury Network: install centerlines, edge lines, and sharrows on bike routes, retro-reflective back plates on City-owned signal lights
- Proposed Corridor Improvements:
  - Lake Tahoe Boulevard, South of Emerald
  - Julie Lane
  - Eloise Avenue
  - Tahoe Keys Boulevard
  - Pioneer Trail
- Mini Traffic Circles or Bike Crossing (RRFB)




CITY OF SOUTH LAKE TAHOE

# *Vision Zero Program: Strategies and Assessment*

VISION ZERO PROGRAM INITIATIVES AND EVALUATION (ADDRESS PROFILE 9)

| No. | Safety Strategy | Timeline | City Resources |
|---|---|---|---|
| Vision Zero Program Initiative | | | |
| A.1 | Vision Zero Task Force | Short-term | Low |
| A.2 | Dedicated and Permanent Funding | Short-term | Medium to High |
| Promotion and Integration | | | |
| A.3 | Public Meetings | Short-Term | Low |
| A.4 | Future Plans & Policy | Continuous | Low |
| A.5 | Online Collision Map | Medium-Term | Low |
| Data Collection & Program Evaluation | | | |
| A.6 | Monitoring Speed Limits | Continuous | Medium |
| A.7 | Community-Based Safety Reporting System/Tool | Continuous | Low |
| A.8 | Data Completeness | Medium-Term | Low |
| A.9 | Bicycle and Pedestrian Count Data | Medium-Term | Medium |
| A.10 | Future Plans & Policy | Medium- Term | Medium |

# *Enhancing Street Layout and Management*

STREET DESIGN (ADDRESS PROFILE 1, 5, 8 & 7)

| No | Safety Strategy | Timeline | City Resources |
|---|---|---|---|
| High-Injury Network Infrastructure | | | |
| B.1 | Priority Location | Medium-Term | High |
| B.2 | List Prioritized Project | Medium-Term | Medium |
| B.3 | Develop and Prioritize a List of Projects in Disadvantaged Communities | Long-Term | Long |
| Implementable Countermeasures | | | |
| B.4 | Quick Build Demonstration Projects or Tactical Urbanism | Short-Term | Low |
| B.5 | Low-Cost Improvements | Medium-Term | Medium |
| B.6 | Prioritize Design for Top 5 Priority Corridors | Medium-Term | Medium |
| B.7 | Street Lighting Project | Long- Term | Long |
| Operations and Technology | | | |
| B.8 | Signal Timing Updates | Short-Term | Medium |
| B.9 | Intelligent Transportation Systems (ITS) | Long-Term | High |
| Policies and Design | | | |
| B.10 | Design Standards | Long-Term | Low |
| B.11 | Complete Streets | Medium-Term | Low |
| B.12 | Neighborhood Traffic Calming | Short-Term | Short |
| B.13 | Design Review | Long-Term | Low |
| B.14 | Design Standard for corridors facing entrance to Fire Station | Short-Term | Short |
| Maintenance | | | |
| B.15 | Tree and Brush Trimming | Short-Term | Short |

# *Cultivating A Positive Road Environment*

BEHAVIORAL CHANGES (ADDRESS PROFILE 6)

| No | Safety Strategy | Timeline | City Resources |
|---|---|---|---|
| Education and Outreach | | | |
| C.1 | Education Campaign | Medium-Term | High |
| C.2 | Speed Feedback Signs | Medium-Term | Medium |
| C.3 | Targeted Outreach | Medium-Term | Medium |
| Providing Alternatives to Driving | | | |
| C.4 | Incentivize & Prioritize Transit Use | Long-Term | High |
| C.5 | Subsidized Transit | Medium-Term | High |
| C.6 | Late-Night Options | Long-Term | Medium |
| Enforcement | | | |
| C.7 | Police Academy | Long-Term | Low |

CITY OF SOUTH LAKE TAHOE

# *Vulnerable Road Users*

VULNERABLE ROAD USERS (ADDRESS PROFILE 2,3 & 4)

| No | Safety Strategy | Timeline | City Resources |
|---|---|---|---|
| Bicyclist and Pedestrian | | | |
| D.1 | Bicycle Network | Long-Term | High |
| D.2 | Pedestrian Crossing | Medium-Term | High |
| D.3 | Turning Vehicles | Long-Term | High |
| D.4 | Develop and Maintain an Active Transportation Plan | Long-Term | High |
| D.5 | Countdown Timers | Medium-Term | Medium |
| Motor Vehicle | | | |
| D.6 | Warning Lights/Flashing lights around open spaces | Medium-Term | High |
| Children and Seniors | | | |
| D.7 | High-Visibility Crosswalk | Medium-Term | Medium |
| D.8 | Senior Awareness | Medium-Term | Medium |
| D.9 | Increasing investments in Safe Routes to School and maintaining a dedicated Safe Routes to School coordinator | Continuous | Low |
| D.10 | Reduce speeding and speed limits around schools | Continuous | Low |
| D.11 | Offer comprehensive bicycle and pedestrian safety education to all children | Continuous | Medium |
| D.12 | Traffic Education for Safe Routes to School | Medium- Term | Medium |

# *Funding and Implementation*

## PRIORITIZATION MATRIX:

| Criteria | Description |
|---|---|
| Crash Frequency/History | Looking at the number of crashes that have occurred at a location over a set time period (e.g. 5- 10 years). |
| Crash Severity | Prioritizing projects with locations having a higher proportion of killed and serious injury crashes. |
| Crash Type | Prioritizing projects with locations which prevalent crash types like run-off-road, head-on, and angle crashes. |
| Safety Benefits | This evaluates the crash severity risk associated with the project location based on a 10-year crash history. To calculate the safety benefit score, a severity index is first determined by weighting each crash-KSI crashes are assigned 5 points, severe injury crashes 3 points, and possible injury crashes 1 point. The corridor ranking system also includes crashes that occurred at intersections. This criterion includes both Crash Severity and Crash Frequency/History. |
| Roadway Characteristics | Factoring in attributes like roadway geometry, lane/shoulder widths, sight distances, etc. |
| Benefits to Vulnerable Road Users | Projects that include improvements benefiting pedestrians, bicyclists, transit users, or persons with disabilities. |
| School Safety Impact | Projects that improve safety on roadways and intersections within 0.25 miles of an existing school. |
| Equity Impact | Projects located fully or partially in, or adjacent to, transportation-disadvantaged census tracts. |
| Public Engagement | Projects that have garnered community support through prior planning efforts or outreach processes. |
| Cost-Effectiveness | Evaluating the cost estimates of potential countermeasures. |
| Ease of Implementation | Projects are prioritized based on the complexity of their countermeasures - for high-ease improvements like signs, lights, striping, and crosswalks; for medium-ease improvements like sidewalks, medians, and new signals; and for low-ease improvements requiring lane/geometry changes, right-of-way acquisition, or utility or drainage work. |

CITY OF SOUTH LAKE TAHOE

# QUESTIONS?



CITY OF
SOUTH LAKE TAHOE

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**9

**Agenda Item:** Citizen Appointments to City Boards and Commissions

**Executive Summary:** In November the City Clerk's Department began soliciting for applicants to the Airport Land Use Commission, Building and Housing Board of Appeals, Parks and Recreation Commission, Planning Commission, Arts, Culture, and Tourism Commission, and the Police Advisory Commission. A total of 41 applications were received to these six City Boards and Commissions.

**Requested Action / Suggested Motions:** Pass a Motion appointing two (2) members to serve a two-year term on the Airport Land Use Commission; five (5) members to serve a two-year term on the Building and Housing Board of Appeals; four (4) members to serve a two-year term on the Parks and Recreation Commission; three (3) members to serve a two-year term on the Planning Commission; three (3) at-large members and one (1) Boys and Girls Club member to serve two-year terms on the Arts, Culture, and Tourism Commission; and four (4) members to serve two-year terms on the Police Advisory Commission; and directing the City Clerk to continue to solicit applications to fill vacancies.

**Responsible Staff Member:** Michelle Davis, Assistant City Clerk

**Reviewed and Approved By:** Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

- 01-Staff_Report-Appointments_to_City_Boards_and_Commissions.pdf
- Commission Solicitation.pdf
- Manfredi- Airport Land Use Commission_Redacted.pdf
- Asbury- Airport Land Use Commission_Redacted.pdf
- Spranz- Airport Land Use Commission_Redacted.pdf
- Manfredi- BBOA_Redacted.pdf
- Cade-Bauer- BBOA_Redacted.pdf
- Martone- BBOA_Redacted.pdf
- Benlien- BBOA_Redacted.pdf
- Costigan- Parks and Rec Commission_Redacted.pdf
- Kovarik- Parks and Recreation Commission_Redacted.pdf
- Ramirez Thomas- Parks and Rec Commission_Redacted.pdf
- Hernandez- Parks and Rec Commission_Redacted.pdf
- Rollins- Parks and Rec Commission_Redacted.pdf
- Morgan- Parks and Recreation Commission_Redacted.pdf
- Messina- Parks and Rec Commission_Redacted.pdf
- Fink- Parks and Rec Commission_Redacted.pdf
- Maggiore- Parks and Rec Commission_Redacted.pdf
- Terminel- Parks and Recreation Commission_Redacted.pdf
- Urban- Parks and Rec Commission_Redacted.pdf
- Howard- Planning Commission_Redacted.pdf
- Manfredi- Planning Commission_Redacted.pdf
- Berger- Planning Commission_Redacted.pdf
- Imhoff- Planning Commission_Redacted.pdf
- Odvody- Planning Commission_Redacted.pdf

Wieczorek- Planning Commission_Redacted.pdf
Prysi- Planning Commission_Redacted.pdf
Williams- Planning Commission_Redacted.pdf
Messina- Planning Commission_Redacted.pdf
Spranz- Planning Commission_Redacted.pdf
Ballard- ACTC_Redacted.pdf
Rebrovich- ACTC_Redacted.pdf
Delgado- ACTC_Redacted.pdf
Hamilton- ACTC_Redacted.pdf
Haas- ACTC_Redacted.pdf
Carlson- ACTC_Redacted.pdf
Xistra-Rich-ACTC_Redacted.pdf
Gonzalez- Police Advisory Commission_Redacted.pdf
Manfredi- Police Advisory Commission_Redacted.pdf
Osha- Police Advisory Commission_Redacted.pdf
Newcomb- Police Advisory Commission_Redacted.pdf
Smith- Police Advisory Commission_Redacted.pdf
Escobedo- Police Advisory Commission_Redacted.pdf

# City of South Lake Tahoe
Report to **City Council**

## Meeting Date: January 14, 2025

**Title: Citizen Appointments to City Boards and Commissions**

**Location:** Citywide

**Responsible Staff Member:** Michelle Davis, Assistant City Clerk

**Background:** Consistent with Resolution 2024-016, the City Clerk's Department began soliciting applications for citizen appointments to the Airport Land Use Commission; Building Board of Appeals; Parks and Recreation Commission; Planning Commission; Arts, Culture, & Tourism Commission; and Police Advisory Commission, for terms expiring in February 2025.

**Issue and Discussion:** A total of 41 applications were received for the six City Boards and Commissions. City Council will review applications and make appointments. The City Clerk's Department will continue to solicit applications for any seats that are not filled.

**Airport Land Use Commission:** Three applications were received for two (2) two-year terms (term expires 2/2027).

- Alberto Manfredi (incumbent)
- Erick Asbury
- Linda Spranz

**Building Board of Appeals:** Four applications were received for five (5) two-year terms (term expires 2/2027)

- Alberto Manfredi
- Heather Cade-Bauer
- Brooke Martone
- Spencer Benlien

**Parks and Recreation Commission:** Eleven applications were received for four (4) two-year terms. (term expires 2/2027).

- Mark Costigan
- Margaret Kovarik (incumbent)
- Nicole Ramirez-Thomas (incumbent)
- Hec Hernandez
- Shane Rollins
- Trudith Morgan
- John Messina
- Peter Fink (incumbent)
- Gary Maggiore
- Fernando Terminel
- Lelaine Urban

**Planning Commission:** Ten applications were received for three (3) two-year terms. (term expires 2/2027).

- Seth Howard (incumbent)
- Alberto Manfredi
- Evan Berger
- Steven Imhoff
- Lynn Odvody
- Natalia Wierczorek (incumbent)
- Scott Prysi
- Douglas Williams
- John Messina
- Linda Spranz

**Arts, Culture, and Tourism Commission:** Seven applications were received for three (3) at-large members and one application was received for one (1) Boys and Girls Club Representative. (terms expire 2/2027).

- Stacey Ballard (incumbent)
- Samantha Rebrovich
- Marta Delgado
- David Hamilton (incumbent)
- Juliet Haas
- Rachel Carlson (incumbent)
- Aimi Xistra-Rich (Boys and Girls Club) (incumbent)

**Police Advisory Commission:** Six applications were received for four (4) two-year terms. (terms expire 2/2027).

- Erika Gonzalez (incumbent)
- Alberto Manfredi
- Scott Osha
- Ted Newcomb
- Valerie Smith
- Kelly Escobedo

**Financial Implications:** Costs associated with staff support of the individual commissions/boards have been budgeted for within the department who oversees the commission.

**Environmental Considerations:** This is not a “project” subject to review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(b)(2) (continuing administrative or maintenance activities, such as purchases for supplies)

**Policy Implications:** The solicitation and appointment of citizens to various boards and commissions meets the requirements set forth in Resolution 2024-016 and conforms to City Council Protocols.

City of South Lake Tahoe
Notice of Solicitation of Applicants

Airport Land Use Commission (two seats)
Building Board of Appeals (five seats)
Parks and Recreation Commission (four seats)
Planning Commission (three seats)
Arts, Culture, and Tourism Commission (four seats)
Police Advisory Commission (four seats)

NOTICE IS HEREBY GIVEN that the City Council of the City of South Lake Tahoe is soliciting for applications for appointment to the following City Commissions/Boards:

Airport Land Use Commission
The City Council will be appointing two (2) members to serve a two-year term on the airport Land Use Commission. Applicants must reside within the Tahoe Basin portion of El Dorado County. The Airport Land Use Commission meets as needed to review compatibility of land use plans and regulations around the airport.

Building Board of Appeals:
The City Council will be appointing up to five (5) members to serve a two-year term on the Building and Housing Board of Appeals. Applicants must reside within the Tahoe Basin portion of El Dorado County. The Building and Housing Board of Appeals meets on an as needed basis.

Parks & Recreation Commission:
The City Council will be appointing four (4) members to serve two-year terms on the Parks & Recreation Commission. Applicants must reside within the Tahoe Basin portion of El Dorado County. The Parks & Recreation Commission currently meets monthly but shall meet at least quarterly.

Planning Commission:
The City Council will be appointing three (3) members to serve two-year terms on the Planning Commission. Applicants must reside within the City limits. The Planning Commission meets monthly assuming there is business to conduct.

Arts, Culture, & Tourism Commission:
The City Council will be appointing three (3) at-large members and one (1) Boys and Girls Club member to serve two-year terms on the Arts, Culture, & Tourism Commission. Applicants must reside within the Tahoe Basin portion of El Dorado County. The Arts, Culture, & Tourism Commission currently meets monthly but shall meet at least quarterly.

Police Advisory Commission:
The City Council will be appointing four (4) members to serve two-year terms on the Police Advisory Commission. Applicants must reside within the Tahoe Basin portion of El Dorado County. The Police Advisory Commission meets at least quarterly.

Applications:
Applications may be obtained at City Hall located at 1901 Lisa Maloff Way, South Lake Tahoe, between 8:00 a.m. and 5:00 p.m., Monday through Friday. Applications can also be downloaded from the City's website at www.cityofslt.us, or emailed to interested parties upon request to the City Clerk's Office. Completed applications must be returned to the City Clerk's Office (email preferred medavis@cityofslt.us) no later than 4:00 p.m., on Tuesday, January 7, 2025.

The City Council will be making the appointments at a regularly scheduled meeting of January 2025 *(to be announced)*.

For details regarding Duties and Responsibilities of City Boards and Commissions visit the City's City Boards and Commissions webpage.

For questions, please contact Assistant City Clerk, Michelle Davis at 530-542-6004 or via email at medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Alberto | Fernando | Manfredi | Airport Land Use Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired - Military Intelligence Officer and CEO - Manfredi Development Group (Developer/Contractor)

EDUCATION/EXPERIENCE:

Ph.D.(ABD) Human Development, MBA, MA Organization Development and Leadership, & BS Criminal Justice

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Veteran of Foreign Wars, Marine Corps League, Coast Guard Auxiliary,

Lake Tahoe Wildlife Center, CA Court Appointed Child Advocate

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

To provide recommendations to the City and Counsel with Airport Land Use Commission on FAA regulations and guidelines, airport planning & programming, planning, environmental, policies, development, financial, airport safety and standards, and airport compliance. If appointed I will work cohesively with city staff and the community.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/26/2024 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

RECEIVED
NOV 26 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324
PH: (530) 542-6005
sblankenship@cityofslt.us

# Alberto Fernando Manfredi

[redacted]
South Lake Tahoe, CA. 96150
[redacted]
[redacted]


## Summary


Your diverse background as a Military Intelligence Officer, Defense Intelligence Agency (DIA) Intelligence Officer, NATO Instructor/Lecturer, and Subject Matter Expert (SME) in All-Source Intelligence, Human Intelligence (HUMINT), Interrogation, Counterintelligence (CI), and Security have equipped you with the expertise to excel in complex and demanding environments. This extensive experience has laid the foundation for your ability to lead and execute intricate operations and plans that support both organizational and community goals. My forward-thinking mindset and ability to guide diverse organizations and teams have consistently delivered high-impact results, contributing significantly to the success of these organizations.


## Education

2025
**Doctor of Philosophy in Human Development**
**Fielding Graduate University, Santa Barbara, CA.**

2024
**Master of Arts in Organizational Development & Leadership/**
**Fielding Graduate University, Santa Barbara, CA.**

2022
**Master of Business Administration /**
**Columbia Southern University, Orange Beach, AL.**

2021
**Evidence-Based Coaching Certification /**
**Fielding Graduate University, Santa Barbara, CA.**

2009
**Bachelor of Science in Criminal Justice Admin /**
**Columbia Southern University, Orange Beach, AL.**

- Subject Matter Expert (SME) in the areas of CI/HUMINT-Interrogation, military training, military decision-making processes (MDMP), constructive battalion and brigade staff training methodologies, and valuable training observer controller/trainer techniques.

AUGUST 2010 – AUGUST 2011

### Intelligence Officer / Interrogations / Counterintelligence

### U.S. Defense Intelligence Agency

- DIA Office of Field Operations - Global Division, Washington D.C.
- U.S. Joint Forces Command (USJFCOM) Norfolk, VA.
- Subject Matter Expert (SME) on Interrogation, Human Intelligence (HUMINT), Counterintelligence (CI), and Security - Subject Matter Expert (SME)
- Supported multi-national HUMINT training by teaming with USEUCOM J2X to teach and mentor the CJ2X Courses held at the NATO School in Oberammergau, Germany.
- Spearheaded an initiative to deliver the first CJ2X Course in CONUS for U.S. and Canadian J2X personnel at Interrogation-CI/HUMINT Subject Matter Expert (SME).
- USJFCOM J2X representative to the NATO HUMINT Center of Excellence in Oradea, Romania, to assist allied partners with planning and executing STEADFAST INDICATOR 2010, NATO's annual exercise dedicated to strengthening and testing allied HUMINT collection capabilities and interoperability.
- Increased J2X interaction with Allied Command - Transformation as the USJFCOM J2X representative to the NATO HUMINT Working Groups.
- Developed a certified CJ2X course at Norfolk, VA., along with the NATO School in Oberammergau, Germany, and Army G2. The course encompasses NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise and CIDNE.
- Constructed a CJ2X Mobil Training Team to conduct the CJ2X training for deploying units.
- Instructed NATO and national staff members on NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise for the CJ2X Course at the NATO School in Oberammergau, Germany.
- Prepared and instructed CI and HUMINT trained personnel to operate as members of a J2X.
- Instruct individuals on J2X, planning, tasking, management, coordinating, synchronization, and de-confliction of all CI and HUMINT operations in a joint operational environment.
- Attended planning conference in support of NATO training and the NATO HUMINT Center of Excellence.
- Provided a working knowledge for NATO personnel involved in CJ2X operations and direct support to NATO operations.
- Conduct Foreign Military Intelligence Collection Activities (FORMICA) for USJFCOM J2X.
- J2X Operational Management Training Course (OMTC) instructor.
- Joint Forces Intelligence School (JFIS) instructor
- Wrote and presented briefings and reports based on intelligence findings.
- Triaged threat levels and reported to commanders.
- The collected information from various communications and analyzed it for meaningful information.
- Developed and distributed intelligence products focused on field operations.
- Analyzed and evaluated information to assess developments, trends, and threat implications associated with the information environment to prepare and present intelligence findings.
- Contributed to the development of intelligence operations (I.O.) doctrine and policy.
- Supported operational planning and execution of intelligence operations (I.O.) and military information support operations (MISO).
- Obtained detailed information about enemy strengths, troop movements, and group activities.

- Directed traffic at the scene of fires or other hazards, investigated burglaries, etc.
- Enforced traffic laws and provided community policing.
- Resolved problems within the community.

APRIL 1982 – JULY 2004

### Interrogator/Counterintelligence Team Chief /
### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Team Chief
- J2X trainer and CI/HUMINT- Interrogation- SME integrated with the Joint Forces Intelligence School (JFIS) supporting the USJFCOM joint force-training mission.
- Determining course content and student learning objectives, prepared course syllabi, lesson plans, and student manuals.
- MAGTF CI/HUMINT Instructor at Navy-Marine Corps Intelligence Training Center (NMITC) Dam Neck, VA; Ensured the students received the best and most realistic training to prepare them for deployments in support of the Global War on Terrorism.
- Delivered interrogation-related instruction to CI/HUMINT students.
- Instructed members of the 1st HUMINT Company, 1st Intelligence Battalion at Camp Pendleton on interrogation/debriefing/screening techniques, military/field skills, enemy prisoner of war handling and interrogation practical application; HUMINT report writing in support of Operation Iraqi Freedom and Global War on Terrorism.

### Interrogator/Counterintelligence Team Chief /
### U.S. Marine Corps, Iraq

- Gunnery Sergeant - HET-12 CI/HUMINT- INTERROGATOR TEAM, Team Chief - Operation Iraqi Enduring Freedom and Operation Iraqi Freedom.
- Prepared and delivered instruction on CI/HUMINT support, anti-terrorism/force protection and briefs, threat assessment procedures, enemy prisoner of war training, and country/area studies.
- Conducted counterintelligence, human intelligence operations, counter surveillance, threat vulnerability assessments, interrogations, and debriefs.
- Successfully employed Arabic interpreters for interrogations.
- Conducted interrogations of Iraqi enemy prisoners of war and debriefed Iraqi civilians.
- Operated as part of the British Joint Field Interrogation Team and interrogated many high-level enemy prisoners of war.
- Acquired knowledge of the location of American POWs and launched a successful rescue mission in Jesica Leach's recovery.
- Briefed President Bush upon his request through higher channels on the current situation of interrogation tactics used during the push to Baghdad of the OIF I operation.

### Interrogator/Counterintelligence Sub-Team Chief /
### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Sub-Team Chief
- Operation Iraqi Enduring Freedom and Operation Iraqi Freedom deployment preparation.
- Prepared, trained, and briefed elements of the 1st Marine Division on area studies of Iraq and terrorist groups.
- Ensured all logistical equipment and materials were deployable to support Operation Enduring Freedom.

### Interrogator - Translator Team Commander /
### U.S. Marine Corps Reserve, Alameda, CA

- Gunnery Sergeant - 30th Interrogator - Translator Team Commander.
- Collected information/intelligence from human sources through interrogation, debriefing, and screening.
- Disseminated tactical HUMINT to MAGTF customers promptly via written reports and briefings.
- Served as a Spanish language expert and maintained expertise with Spanish-speaking countries, including the customs and traditions of those residing there.

## Core Skills

- Fluent in Spanish
- Intelligence management
- Counter-terrorism Operations
- Counter-Intelligence operations
- Operational planning and coordination
- Threat Assessment
- Strategic Planning
- Information mining
- Curriculum planning & implementation
- Financial Forecasting & Presentation
- Motivational and public speaking
- Project cost estimation
- Scholar-Practitioner
- Qualitative and Quantitative Research
- Intelligence assessment
- Human intelligence (HUMINT)
- All-source intelligence
- Risk analysis and mitigation
- Investigative techniques
- Policy development and implementation
- Report writing
- Development Design & Planning
- Mentoring and counseling
- Strategic Planning
- International collaboration and consulting
- Strategic planning and advising
- Leadership and career development
- Evidence-Based Research

## Military and Government Education

- Peace Officer Standards and Training, California Police Officer Academy, Yuba City, CA
- NATO CJ2X - Joint Coalition Intelligence HUMINT and Counterintelligence, NATO School of Intelligence, Oberammergau, GER
- Military Intelligence Officer Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Spanish Language, Defense Language Institute, Monterey CA
- Survival Evasion Resistance and Escape (SERE), U.S. Navy/Maine Corps SERE School, Brunswick, ME
- Interrogation - Enemy Prisoner of War (EPW), Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- MAGTF Instructor, Interrogator / Counterintelligence, Human Intelligence (CI/HUMINT) Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- Instructor Training Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Airlift Planners Course, U.S. Air Force, San Jose, CA
- Airdrop Load Inspector Course, U.S. Army Quartermaster School, Fort Lee, VA
- Parachute Rigger Course, U.S. Army Quartermaster School, Fort Lee, VA
- Airborne School, U.S. Army Jump School, Fort Benning, GA
- Draeger Dive Course, U.S. Army Special Warfare Center, Key West
- Field Radio Operator Course, U.S. Marine Corps, Camp Pendleton, CA
- Conflict Management and Negotiation Course (JKO)
- Homeland Security and Defense Course (JKO)
- Law of Armed Conflict Course (JKO)
- Combating Terrorism and Illegal Trafficking Course (JKO)
- NATO Introduction to Hague and Geneva Law Course (ADL)
- NATO Combined Joint Task Force (CJTF) training Modules Course (ADL)
- NATO Defense against Terrorism Course (ADL)

## Security Clearance (Retired)

- TOP SECRET - SCI - Poly / NATO (2015)

# CITY OF SOUTH LAKE TAHOE
# VOLUNTEER COMMISSION/BOARD MEMBERSHIP APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMISSION AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Erick | Roy | Asbury | Airport Land Use |

RESIDENCE: STREET ADDRESS [redacted] CITY: SLT STATE: CA ZIP CODE: 96150

MAILING ADDRESS: P.O. BOX [redacted] CITY: SLT STATE: CA ZIP CODE: 96158

RESIDENCY: (Please circle one)
CITY RESIDENT / EL DORADO COUNTY RESIDENT / DOUGLAS COUNTY RESIDENT / STATE OF NEVADA RESIDENT

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: [redacted] EMAIL ADDRESS: [redacted]

EMPLOYER: SLT Electric

EDUCATION/EXPERIENCE: High School Grad, Trade School (5 yrs)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT: Trash pickup, Senior Center, Poll Observer, Toys for Tots, Effort to defeat Measure N.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMISSION AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Future use of the airport and oversight over current and future budgets and uses.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
X YES _____ NO

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Commission, Planning Commission or Building Board of Appeals Commission, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement? X YES _____ NO

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 1-5-2025 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

RECEIVED
JAN 06 2025
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk 1901
Airport Road, Ste 206
South Lake Tahoe, CA 96150-6324
PH: 542-6005
sblankensh[redacted]cityofslt.us

# CITY OF SOUTH LAKE TAHOE
# VOLUNTEER COMMISSION/BOARD MEMBERSHIP APPLICATION

Please Legibly Print or Type

NAME: FIRST MIDDLE INITIAL LAST COMMISSION AND/OR CATEGORY APPLYING FOR:
**Linda C Spranz** **Airport Land Use Commission**

RESIDENCE: STREET ADDRESS CITY STATE ZIP CODE
[redacted] **South Lake Tahoe California 96150**

MAILING ADDRESS: P.O. BOX CITY STATE ZIP CODE
**Same**

RESIDENCY: (Please circle one)
**CITY RESIDENT** / EL DORADO COUNTY RESIDENT / DOUGLAS COUNTY RESIDENT / STATE OF NEVADA RESIDENT

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: **Same** EMAIL ADDRESS [redacted]

EMPLOYER: **Self Employed Small Business Owner**

EDUCATION/EXPERIENCE:
BS Business, MBA, CA RE License, 25+ years experience with land use planning, project implementation, engineering, materials acquisition, construction and launch for telecommunication facilities in city and county jurisdictions throughout Central and Northern CA, NV and other jurisdictional bodies such as public utilities, NPS, CA State Properties, School Districts, Review local ordinances, design review requirements, generals plans, and other required reviewing entities for project suitability. Present projects before planning commissions, design review, city council, and various boards. Review and amend plans.
Small business owner/operator of hospitality and rental properties within the Tahoe basin for 11 years.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT: I have helped individuals in our community for the past 11 years on a private and personal basis. I have been a caretaker for elderly parents for the past 15 years, and helped many other seniors when my skills and experience could assist. As the owner of rental properties, I have quietly assisted many people in need (domestic violence, loss of spouse, recovering addiction) with safe, affordable housing, mentoring, food and furnishings and employment.

I have recently been involved in local elections and attended council and chamber of commerce meetings. I believe I have the education, professional experience, and skills necessary to help make our community better adapt to the ever evolving changes to our local culture, business, and tourism by participation on public boards.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMISSION AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

As a member of the South Lake Tahoe Airport Land Use Commission, I will ensure plans within the sphere of influence of the Airport are in the safety and best interest of the community. I also own a business within a few blocks of the South Lake Tahoe Airport, so am interested in the impact of projects and developments to all members of the community, but especially the residents and businesses in the surrounding area.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy? _____YES ____X___**NO unfortunately, not adequate time.**

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied: **I am not aware of, nor do I foresee any conflicts, however should a conflict arise I will disclose and recuse myself as necessary.** _____

If appointed to the Airport Commission, Planning Commission or Building Board of Appeals Commission, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement? ____X___**YES** _____NO

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE:_____Jan 7, 2024____SIGNATURE:[redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk 1901
Airport Road, Ste 206
South Lake Tahoe, CA 96150-6324
PH: 542-6005
sblankenship@cityofslt.us

RECEIVED
JAN 07 2024
City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Alberto | Fernando | Manfredi | Building Board of Appeals |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired - Military Intelligence Officer and CEO - Manfredi Development Group (Developer/Contractor)

EDUCATION/EXPERIENCE:

Ph.D.(ABD) Human Development, MBA, MA Organization Development and Leadership, & BS Criminal Justice

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Veteran of Foreign Wars, Marine Corps League, Coast Guard Auxiliary,

Lake Tahoe Wildlife Center, CA Court Appointed Child Advocate

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Hear and decide appeals of orders decisions, or determinations made by the building official

in the application and interpretation of the building and related codes adopted by the City Council.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/26/2024 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

RECEIVED
NOV 26 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324
PH: (530) 542-6005
sblankenship@cityofslt.us

# Alberto Fernando Manfredi

[redacted]
South Lake Tahoe, CA. 96150
[redacted]
[redacted]

## Summary

Your diverse background as a Military Intelligence Officer, Defense Intelligence Agency (DIA) Intelligence Officer, NATO Instructor/Lecturer, and Subject Matter Expert (SME) in All-Source Intelligence, Human Intelligence (HUMINT), Interrogation, Counterintelligence (CI), and Security have equipped you with the expertise to excel in complex and demanding environments. This extensive experience has laid the foundation for your ability to lead and execute intricate operations and plans that support both organizational and community goals. My forward-thinking mindset and ability to guide diverse organizations and teams have consistently delivered high-impact results, contributing significantly to the success of these organizations.

## Education

2025
### Doctor of Philosophy in Human Development
**Fielding Graduate University, Santa Barbara, CA.**

2024
### Master of Arts in Organizational Development & Leadership/
**Fielding Graduate University, Santa Barbara, CA.**

2022
### Master of Business Administration /
**Columbia Southern University, Orange Beach, AL.**

2021
### Evidence-Based Coaching Certification /
**Fielding Graduate University, Santa Barbara, CA.**

2009
### Bachelor of Science in Criminal Justice Admin /
**Columbia Southern University, Orange Beach, AL.**

- Subject Matter Expert (SME) in the areas of CI/HUMINT-Interrogation, military training, military decision-making processes (MDMP), constructive battalion and brigade staff training methodologies, and valuable training observer controller/trainer techniques.

AUGUST 2010 – AUGUST 2011

### Intelligence Officer / Interrogations / Counterintelligence

### U.S. Defense Intelligence Agency

- DIA Office of Field Operations - Global Division, Washington D.C.
- U.S. Joint Forces Command (USJFCOM) Norfolk, VA.
- Subject Matter Expert (SME) on Interrogation, Human Intelligence (HUMINT), Counterintelligence (CI), and Security - Subject Matter Expert (SME)
- Supported multi-national HUMINT training by teaming with USEUCOM J2X to teach and mentor the CJ2X Courses held at the NATO School in Oberammergau, Germany.
- Spearheaded an initiative to deliver the first CJ2X Course in CONUS for U.S. and Canadian J2X personnel at Interrogation-CI/HUMINT Subject Matter Expert (SME).
- USJFCOM J2X representative to the NATO HUMINT Center of Excellence in Oradea, Romania, to assist allied partners with planning and executing STEADFAST INDICATOR 2010, NATO's annual exercise dedicated to strengthening and testing allied HUMINT collection capabilities and interoperability.
- Increased J2X interaction with Allied Command - Transformation as the USJFCOM J2X representative to the NATO HUMINT Working Groups.
- Developed a certified CJ2X course at Norfolk, VA., along with the NATO School in Oberammergau, Germany, and Army G2. The course encompasses NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise and CIDNE.
- Constructed a CJ2X Mobil Training Team to conduct the CJ2X training for deploying units.
- Instructed NATO and national staff members on NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise for the CJ2X Course at the NATO School in Oberammergau, Germany.
- Prepared and instructed CI and HUMINT trained personnel to operate as members of a J2X.
- Instruct individuals on J2X, planning, tasking, management, coordinating, synchronization, and de-confliction of all CI and HUMINT operations in a joint operational environment.
- Attended planning conference in support of NATO training and the NATO HUMINT Center of Excellence.
- Provided a working knowledge for NATO personnel involved in CJ2X operations and direct support to NATO operations.
- Conduct Foreign Military Intelligence Collection Activities (FORMICA) for USJFCOM J2X.
- J2X Operational Management Training Course (OMTC) instructor.
- Joint Forces Intelligence School (JFIS) instructor
- Wrote and presented briefings and reports based on intelligence findings.
- Triaged threat levels and reported to commanders.
- The collected information from various communications and analyzed it for meaningful information.
- Developed and distributed intelligence products focused on field operations.
- Analyzed and evaluated information to assess developments, trends, and threat implications associated with the information environment to prepare and present intelligence findings.
- Contributed to the development of intelligence operations (I.O.) doctrine and policy.
- Supported operational planning and execution of intelligence operations (I.O.) and military information support operations (MISO).
- Obtained detailed information about enemy strengths, troop movements, and group activities.

- Directed traffic at the scene of fires or other hazards, investigated burglaries, etc.
- Enforced traffic laws and provided community policing.
- Resolved problems within the community.

APRIL 1982 – JULY 2004

### Interrogator/Counterintelligence Team Chief /

### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Team Chief
- J2X trainer and CI/HUMINT- Interrogation- SME integrated with the Joint Forces Intelligence School (JFIS) supporting the USJFCOM joint force-training mission.
- Determining course content and student learning objectives, prepared course syllabi, lesson plans, and student manuals.
- MAGTF CI/HUMINT Instructor at Navy-Marine Corps Intelligence Training Center (NMITC) Dam Neck, VA; Ensured the students received the best and most realistic training to prepare them for deployments in support of the Global War on Terrorism.
- Delivered interrogation-related instruction to CI/HUMINT students.
- Instructed members of the 1st HUMINT Company, 1st Intelligence Battalion at Camp Pendleton on interrogation/debriefing/screening techniques, military/field skills, enemy prisoner of war handling and interrogation practical application; HUMINT report writing in support of Operation Iraqi Freedom and Global War on Terrorism.

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- Successfully employed Arabic interpreters for interrogations.
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- Operated as part of the British Joint Field Interrogation Team and interrogated many high-level enemy prisoners of war.
- Acquired knowledge of the location of American POWs and launched a successful rescue mission in Jesica Leach's recovery.
- Briefed President Bush upon his request through higher channels on the current situation of interrogation tactics used during the push to Baghdad of the OIF I operation.

### Interrogator/Counterintelligence Sub-Team Chief /

### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Sub-Team Chief
- Operation Iraqi Enduring Freedom and Operation Iraqi Freedom deployment preparation.
- Prepared, trained, and briefed elements of the 1st Marine Division on area studies of Iraq and terrorist groups.
- Ensured all logistical equipment and materials were deployable to support Operation Enduring Freedom.

### Interrogator - Translator Team Commander /

### U.S. Marine Corps Reserve, Alameda, CA

- Gunnery Sergeant - 30th Interrogator - Translator Team Commander.
- Collected information/intelligence from human sources through interrogation, debriefing, and screening.
- Disseminated tactical HUMINT to MAGTF customers promptly via written reports and briefings.
- Served as a Spanish language expert and maintained expertise with Spanish-speaking countries, including the customs and traditions of those residing there.

## Core Skills

- Fluent in Spanish
- Intelligence management
- Counter-terrorism Operations
- Counter-Intelligence operations
- Operational planning and coordination
- Threat Assessment
- Strategic Planning
- Information mining
- Curriculum planning & implementation
- Financial Forecasting & Presentation
- Motivational and public speaking
- Project cost estimation
- Scholar-Practitioner
- Qualitative and Quantitative Research
- Intelligence assessment
- Human intelligence (HUMINT)
- All-source intelligence
- Risk analysis and mitigation
- Investigative techniques
- Policy development and implementation
- Report writing
- Development Design & Planning
- Mentoring and counseling
- Strategic Planning
- International collaboration and consulting
- Strategic planning and advising
- Leadership and career development
- Evidence-Based Research

## Military and Government Education

- Peace Officer Standards and Training, California Police Officer Academy, Yuba City, CA
- NATO CJ2X - Joint Coalition Intelligence HUMINT and Counterintelligence, NATO School of Intelligence, Oberammergau, GER
- Military Intelligence Officer Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Spanish Language, Defense Language Institute, Monterey CA
- Survival Evasion Resistance and Escape (SERE), U.S. Navy/Maine Corps SERE School, Brunswick, ME
- Interrogation - Enemy Prisoner of War (EPW), Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- MAGTF Instructor, Interrogator / Counterintelligence, Human Intelligence (CI/HUMINT) Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- Instructor Training Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Airlift Planners Course, U.S. Air Force, San Jose, CA
- Airdrop Load Inspector Course, U.S. Army Quartermaster School, Fort Lee, VA
- Parachute Rigger Course, U.S. Army Quartermaster School, Fort Lee, VA
- Airborne School, U.S. Army Jump School, Fort Benning, GA
- Draeger Dive Course, U.S. Army Special Warfare Center, Key West
- Field Radio Operator Course, U.S. Marine Corps, Camp Pendleton, CA
- Conflict Management and Negotiation Course (JKO)
- Homeland Security and Defense Course (JKO)
- Law of Armed Conflict Course (JKO)
- Combating Terrorism and Illegal Trafficking Course (JKO)
- NATO Introduction to Hague and Geneva Law Course (ADL)
- NATO Combined Joint Task Force (CJTF) training Modules Course (ADL)
- NATO Defense against Terrorism Course (ADL)

## Security Clearance (Retired)

- TOP SECRET - SCI - Poly / NATO (2015)

## CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Heather M Cade-Bauer | | | BUILDING BOARD OF APPEALS |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | | | |

| MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| Same as above | | | | |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: BUSINESS: EMAIL ADDRESS:
([redacted] (home), [redacted] (cell) [redacted]

EMPLOYER:
Foundation for California Community Colleges

EDUCATION/EXPERIENCE:

AA Liberal Arts w/Math & Science Emphasis, 14+ years exp working in the public sector, construction RFPs while at LTCC

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Currently TPNS Board Secretary & STDGA Board President, Previously SH PTA Treasurer, LTCC CEU President & CES Secretary & VP

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Review appeals and determinations on city building use, maintenance, & construction requirements

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/5/2024 SIGNATURE: [redacted]

RECEIVED
DEC 05 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Brooke | Brooke | Martone | Building Appeals/ TRPA Advisory Board |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | Ca | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | Ca | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT [✓] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: [redacted] EMAIL ADDRESS: [redacted]

EMPLOYER:
Monarch Architecture - Principal

EDUCATION/EXPERIENCE:

STHS Grad/ LTCC/ Cal Poly SLO - Bach of Arch w/ Minor in Sustainable Design. LEED AP. Licensed Architect in CA/ NV. Practicing in South Lake Tahoe for over 20 years

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

City of SLT Citizens Academy Alumni. Past Building Commissioner.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Reviewing appeals brought by individuals or organizations challenging building code enforcement decisions. Interpret and apply local building codes and ordinances. Ensuring that decisions align with the intent of the building codes while considering unique circumstances. Promoting clarity and fairness in resolving disputes related to permits, inspections, or compliance issues.
If appointed, I aim to contribute to a fair and transparent process for individuals seeking to challenge decisions. Specifically, I hope to:
1. Ensure Impartiality and Consistency: Uphold a balanced and consistent interpretation of building codes to maintain public trust in the system.
2. Promote Community Confidence: Work to ensure that all parties feel heard and that outcomes are well-reasoned and equitable.
3. Support Public Safety and Code Integrity: Help preserve the integrity of building codes while being open to reasonable solutions that address unique cases without compromising safety or standards.
4. Foster Collaboration: Encourage constructive dialogue between the public, building officials, and the commission to improve understanding of the codes and their application.
By serving on the commission, I hope to bring my skills and perspective to support decisions that benefit both individuals and the broader community while ensuring a fair appeals process.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✓] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If an appeal involves a current or past client or any situation where my impartiality could reasonably be questioned, I would promptly recuse myself from the case.

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✓] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12.6.2024 SIGNATURE: [redacted]

RECEIVED
DEC 06 2024
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Spencer | R | Benlien | Building & Housing Board of Appeals |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT [✔] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Student, UC Berkeley – Ecosystem Management & Forestry, Graduating May 2025

EDUCATION/EXPERIENCE:
Lake Tahoe Community College, A.S. Environmental Science; A.A. Liberal Arts; CA Real Estate Agent (fmr.)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Present: Society of American Foresters

Past: National Association of Realtors, California Association of Realtors, Boy Scouts of America

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
This committee reviews appeals related to the interpretation of building codes to ensure compliance with established standards. With my background in real estate and forestry, and personal experience with my home collapsing from snow load, I bring relevant knowledge to evaluate appeals within the context of South Lake Tahoe's unique conditions.

I hope to contribute thoughtful input to support fair decisions that reflect the challenges of building in this environment.

My goal is to assist in applying the codes fairly, focusing on safety and adherence to the applicable regulations.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [ ] NO [X]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 1/6/2024 SIGNATURE: [redacted]

RECEIVED
JAN 0 6 2025
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Mark | A. | Costigan, | Parks and Recreation Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe, CA, | 96150 | |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe, CA | 96150 | |

RESIDENCY: (Please select one)
CITY RESIDENT [✔] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS:

EMPLOYER:
Self/Investor

EDUCATION/EXPERIENCE:

12 year technology executive/leader (C-Suite, VP, Director). Oversaw large teams, 8 figure budgets.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

-TAMBA Trail Crew

-Wilderness First Responder (certified at LTCC)

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

-To assist and advise the parks and recreation department on active and priority projects and initiatives

-I would like to build upon the great work of city staff, volunteers, and previous commissioners.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✔] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✔] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/24/2024 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

RECEIVED
NOV 25 2024
City of South Lake Tahoe
Office of the City Clerk

**From:** Mark Costigan
**To:** City Council
**Subject:** Parks and Recreation Commission Application
**Date:** Monday, January 6, 2025 12:18:22 PM

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Members of the SLT City Council,

Happy New Year! I hope you all had an enjoyable holiday season with your friends and loved ones.

I'm writing to you today as an extension of my application to join the Parks and Recreation Commission. It's my understanding that the selection will occur a week from tomorrow morning at the next city council meeting. I would attend the meeting in person to express my interest in the position, but I unfortunately have a non-negotiable conflict with Day 1 of an LTCC class that starts that day (AIARE 2). My application was submitted before the deadline in 2024.

Here's a quick summary of my background for your consideration- both professionally and personally as it relates to my interest in the commission.

**Personal Interest and Current Community Involvement**

- Moved to South Lake Tahoe in July 2021 with my wife, right before the Caldor Fire.
- Current Year 1 SOS Volunteer (Participated in trash pickup this past Saturday with SOS youth at Van Sickle. Our first ride day is this Sunday at Heavenly)
- TAMBA Trail Crew Volunteer
- Member of the Alpine County SAR Team
- Like many members of the community, I enjoy backcountry skiing, mountain biking, and recreating on our trails on foot with my wife, dog, and friends. I've also been a lifelong open water swimmer, with Tahoe (and our surrounding alpine lakes in the Sierra) remaining my favorite swim venue in the world. This has naturally led to frequent use of the current recreation center in the winters and shoulder season when it's too cold to swim outside. It's also led to a close interest in the planning and construction of the new facility- very excited for all the progress that has been made getting it to this point!
- The current members of the Parks and Rec commission have done an amazing job bringing the new facility to its current state over the last decade, and I'd love to help participate and advise on the future operating plan to ensure it's the best resource that it can be for our town. I've seen first hand the impact new facilities can have on bringing a community together, such as in Spokane/Airway Heights Washington where my in-laws live. They completed a new facility in 2019, and it helped become a major community center and bring many otherwise disjointed groups together. The future is bright for our town with this facility coming online, as well as all the other projects the commission has in flight. I'd love to be a part of it.
- I attended the November Parks and Rec meeting in person to meet the current members, and have attended a city council meeting remotely on Zoom as well.

**Professional Background**

- 12 years in corporate leadership and contributor positions, including VP and C-level roles.
- Experience managing budgets in the eight figure range, and building lines of business as large as 200 MM in annual revenue (starting from nearly nothing).
- Have managed small teams directly, as well as organizations as big as 180 people (managing leaders, structuring the design and cadence of the org).
- Intentionally stepped away from the corporate world in June 2024 to focus on real estate investment, community/civic involvement, and personal athletic goals.

If it would be helpful, I am available to answer any questions via phone or in person (happy to visit 1-1 for coffee or at your offices).

Thank you very much for your consideration.

Best,

Mark Costigan

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Margaret L | | Kovarik | Parks and Recreation Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | | | |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: BUSINESS: EMAIL ADDRESS:
[redacted] (cell) [redacted]

EMPLOYER:
self

EDUCATION/EXPERIENCE:

BA - Accounting and Business Carroll College

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

I have served on this committee for 3 years. I am a member of Kiwanis, Soroptimis and the Ukulelee Club.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The main responsibility I believe to communicate with the general public and let them know what is going on.

Next to bring forward ideas to improve our services and to assist staff with special events.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11.23.24 SIGNATURE: [redacted]

RECEIVED
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City of South Lake Tahoe
Office of the City Clerk

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TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Nicole A. Ramirez Thomas | | | Parks and Recreation Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | California | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | California | 96158 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Self

EDUCATION/EXPERIENCE:

B.A. in Anthropology with a Minor in Art History (University of New Mexico); M.A. in Anthropology (California State Univeristy Chico); CEQA Certificate (University of Sant Diego Extension)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Current Parks and Recreation Commissioner; Valhalla Tahoe Board President; Rotary Club of South Lake Tahoe Board Member.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

As a sitting commission member I understand the role to be regular attendance and participation in monthly meetings, occasional attendance at City Council meetings to give the commission report, and represent the commission at community and City events as needed.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ✓ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: December 2, 2024 SIGNATURE: [redacted]

RECEIVED
DEC 0 2 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Hec | | Hernandez | Park & rec |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | so. lake tahoe | ca | 96150 |

| MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| same as above | | | | |

RESIDENCY: (Please select one)
CITY RESIDENT ☐ EL DORADO COUNTY RESIDENT ☑ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: BUSINESS: EMAIL ADDRESS:
[redacted]

EMPLOYER:
owner south shore bikes

EDUCATION/EXPERIENCE:

40 years in this town and owning a recreational business in so lake tahoe for over 30 years

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

original creator of the SLT BMX track at bijou park

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

communicating with others to get things done

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: Dec 9, 2024 SIGNATURE: [redacted] Hec Hernandez (Dec 9, 2024 12:01 PST)

RECEIVED
DEC 0 9 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

NAME: FIRST Shane MIDDLE INITIAL M LAST Rollins COMMITTEE AND/OR CATEGORY APPLYING FOR: Parks and Recreation

RESIDENCE: STREET ADDRESS [redacted] CITY South Lake Tahoe STATE CA ZIP CODE 96150

MAILING ADDRESS: P.O. BOX [redacted] CITY South Lake Tahoe STATE CA ZIP CODE 96150

RESIDENCY: (Please select one)
CITY RESIDENT [X] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER: Self-employed/Retired

EDUCATION/EXPERIENCE:
B.S. in Computer Information Systems from Carson-Newman University
Former Cisco Asset Manager/Contract manager - Managed and analyzed multi million $ contracts

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:
Flag Football Coach - 8u 10u
Flg Football Referee 8u
AYSO Coach 8u

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
Responsibilities are to work with the City County and Rec Center on proposed Policies and future improvements. I believe that my background in Asset Management would help with budgetary and Planning strategies

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [X] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
If a meeting is planned Early July - I would miss due to travel.

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/16/2024 SIGNATURE: [redacted]

RECEIVED
DEC 16 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Trudith | Lee | Morgan | Parks and Recreation Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | California | 96150 |

| MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| As Above | | | | |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS:

EMPLOYER:
The Bottom Line Tax Service(Owner)

EDUCATION/EXPERIENCE:

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

SEE Attached

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
See Attached

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12-16-24 SIGNATURE: [redacted]

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City of South Lake Tahoe
Office of the City Clerk

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TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

Degree's:

Masters in Business Administration with a major in Accounting
BA in Business Management with a major in accounting
Federal and California income tax preparation license

Community Involvement:

Soroptimist International of South Lake Tahoe
Soroptimist International of Tahoe Sierra
South Lake Tahoe Senior Citizens Center- Board of Directors-Current
Loyal Order of the Moose chapter 1632- Board of Directors-Current

Professional Awards:

City of South Lake Tahoe Affirmative Action Commission 1983-1985
Soroptimist International of South Lake Tahoe Women of the Year 1986
Board of Directors Women Helping Children 1985-1989
Soroptimist Legislative workshop 1987

I am currently on the Senior Center, Inc board of directors and feel that we have a need in our area to improve services to Seniors.

## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| JOHN | | MESSINA | Parks & Recreation Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SOUTH LAKE TAHOE | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| | | | |

RESIDENCY: (Please select one)
CITY RESIDENT [✓] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS:

EMPLOYER:
RETIRED

EDUCATION/EXPERIENCE:

COLLEGE

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Tahoe Taxpayers Association

EPC Commission on Aging

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The seniors in South Lake Tahoe make up 30% of the residents. We need to improve their representation.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✓] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✓] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12-23-24 SIGNATURE: [redacted]

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DEC 23 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| | | | | |
|---|---|---|---|---|
| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: | |
| Peter | M | Fink | S.L.T. Parks and Rec Commission | |
| RESIDENCE: STREET ADDRESS [redacted] | | CITY South Lake Tahoe | STATE CA | ZIP CODE 96150 |
| MAILING ADDRESS: P.O. BOX [redacted] | | CITY S.L.T. | STATE CA | ZIP CODE 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT ☐ EL DORADO COUNTY RESIDENT ☒ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: BUSINESS: (cell) EMAIL ADDRESS: [redacted]

EMPLOYER: Grass Roots Natural Foods

EDUCATION/EXPERIENCE: CSUC - Recreation. I've been on the Parks and Rec Commission for over 10 years.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS: The Advisory board of TAMBA and the LTBC, I'm the Chair of the Bicycle Advisory Committee, I'm the founder and current lead for the Bijou School Bike Club. I'm Currently on the Parks & Rec commission

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED? The Parks and Rec. Commission is and advisory commission to the City Council of S.L.T. I'm hoping to see through to the Opening of our new Recreation and Swim Complex

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☒ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☒ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 1-2-'25 SIGNATURE: [redacted]

RECEIVED
JAN 02 2025
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
# VOLUNTEER COMMISSION/BOARD MEMBERSHIP APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMISSION AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| GARY | R. | MAGGIORE | Parks and Recreation |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | So. Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| SAME | | | |

RESIDENCY: (Please circle one)
CITY RESIDENT / EL DORADO COUNTY RESIDENT / DOUGLAS COUNTY RESIDENT / STATE OF NEVADA RESIDENT

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS:

EMPLOYER: RETIRED

EDUCATION/EXPERIENCE:
2 YR. JR. COLLEGE

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT:
TAHOE SENIOR CENTER (VP)

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMISSION AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
TRUE OPERATIONS & SAFETY OF ALL PARKS & RECREATIONS IN TAHOE BASIN.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
_____YES __X__NO

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
NONE

If appointed to the Airport Commission, Planning Commission or Building Board of Appeals Commission, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement? __X__YES _____NO

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: Jan 6, 2025 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

RECEIVED
JAN 0 6 2025
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk 1901
Airport Road, Ste 206
South Lake Tahoe, CA 96150-6324
PH: 542-6005
sblankenship@cityofslt.us

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Fernando | N. | Termine! | Parks and Recreation |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SLT | CA | 96150 |

| MAILING ADDRESS: " | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| | | | | |

RESIDENCY: (Please select one)
CITY RESIDENT [X] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER: Retired

EDUCATION/EXPERIENCE: Some College

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Board of Directors Calvary Chapel

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Making Park & Recreation opportunities available to all seniors

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [ ] NO [X]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: Jan. 6, 2025 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

RECEIVED
JAN 0 6 2025
City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE
# VOLUNTEER COMMISSION/BOARD MEMBERSHIP APPLICATION

Please Legibly Print or Type

NAME: FIRST LELAINE MIDDLE INITIAL I. LAST URBAN COMMISSION AND/OR CATEGORY APPLYING FOR: PARKS & RECREATION

RESIDENCE: STREET ADDRESS [redacted] CITY SOUTH LAKE TAHOE STATE CA ZIP CODE 96150

MAILING ADDRESS: [redacted] P.O. BOX CITY SLT, STATE CA ZIP CODE 96150

RESIDENCY: (Please circle one)
CITY RESIDENT / EL DORADO COUNTY RESIDENT / DOUGLAS COUNTY RESIDENT / STATE OF NEVADA RESIDENT

PHONE NUMBER(S): RESIDENCE: [redacted] Cell BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER: Retired

EDUCATION/EXPERIENCE: 3yr college — Boise State, Rec. major

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT: 8 yr. volunteer w/ Tahoe Humane Society, Skilled Nursing Volunteer 7 years involved w/ Kids soccer programs, 45 year resident, Sr. Inc. trustee

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMISSION AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED? As A Board Member, I would like to be more involved with our community plans for our parks & as a Senior of many years, I would hope to see all of our community getting a voice in our rec. choices.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
X YES _____ NO

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Commission, Planning Commission or Building Board of Appeals Commission, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement? X YES _____ NO

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 01/05/2025 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk 1901
Airport Road, Ste 206
South Lake Tahoe, CA 96150-6324
PH: 542-6005
sblankenship@cityofslt.us

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JAN 07 2025
City of South Lake Tahoe
Office of the City Clerk

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Seth | A | Howard | Planning Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 9615 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Northern California Carpenters Regional Council

EDUCATION/EXPERIENCE:

Carpenters Union Apprenticeship, Lic. General Contractor

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Planning Commission Memeber (2023-2025), Finacial Secretary at Carpenters Local 1789

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Give recomendations to the city council, interpret zoning, process development applications, Coordinate local plans

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 10/22/2024 SIGNATURE: [redacted]

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NOV 25 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Alberto | Fernando | Manfredi | Planning Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired - Military Intelligence Officer and CEO - Manfredi Development Group (Developer/Contractor)

EDUCATION/EXPERIENCE:

Ph.D.(ABD) Human Development, MBA, MA Organization Development and Leadership, & BS Criminal Justice

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Veteran of Foreign Wars, Marine Corps League, Coast Guard Auxiliary,

Lake Tahoe Wildlife Center, CA Court Appointed Child Advocate

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Provide recommendations to the City and Counsel with Planning Commission on general plans, goals, policies, growth, development, infrastructure, zoning, financial, and base recommendation and decisions on the merits of the issues and being fair and impartial. Is appointed I will work cohesively with city staff and the community.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/26/2024 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324
PH: (530) 542-6005
sblankenship@cityofslt.us

RECEIVED
NOV 26 2024
City of South Lake Tahoe
Office of the City Clerk

# Alberto Fernando Manfredi

[redacted]
South Lake Tahoe, CA. 96150
[redacted]
[redacted]

## Summary

Your diverse background as a Military Intelligence Officer, Defense Intelligence Agency (DIA) Intelligence Officer, NATO Instructor/Lecturer, and Subject Matter Expert (SME) in All-Source Intelligence, Human Intelligence (HUMINT), Interrogation, Counterintelligence (CI), and Security have equipped you with the expertise to excel in complex and demanding environments. This extensive experience has laid the foundation for your ability to lead and execute intricate operations and plans that support both organizational and community goals. My forward-thinking mindset and ability to guide diverse organizations and teams have consistently delivered high-impact results, contributing significantly to the success of these organizations.

## Education

2025
**Doctor of Philosophy in Human Development**
**Fielding Graduate University, Santa Barbara, CA.**

2024
**Master of Arts in Organizational Development & Leadership/**
**Fielding Graduate University, Santa Barbara, CA.**

2022
**Master of Business Administration /**
**Columbia Southern University, Orange Beach, AL.**

2021
**Evidence-Based Coaching Certification /**
**Fielding Graduate University, Santa Barbara, CA.**

2009
**Bachelor of Science in Criminal Justice Admin /**
**Columbia Southern University, Orange Beach, AL.**

- Subject Matter Expert (SME) in the areas of CI/HUMINT-Interrogation, military training, military decision-making processes (MDMP), constructive battalion and brigade staff training methodologies, and valuable training observer controller/trainer techniques.

AUGUST 2010 – AUGUST 2011

### Intelligence Officer / Interrogations / Counterintelligence

### U.S. Defense Intelligence Agency

- DIA Office of Field Operations - Global Division, Washington D.C.
- U.S. Joint Forces Command (USJFCOM) Norfolk, VA.
- Subject Matter Expert (SME) on Interrogation, Human Intelligence (HUMINT), Counterintelligence (CI), and Security - Subject Matter Expert (SME)
- Supported multi-national HUMINT training by teaming with USEUCOM J2X to teach and mentor the CJ2X Courses held at the NATO School in Oberammergau, Germany.
- Spearheaded an initiative to deliver the first CJ2X Course in CONUS for U.S. and Canadian J2X personnel at Interrogation-CI/HUMINT Subject Matter Expert (SME).
- USJFCOM J2X representative to the NATO HUMINT Center of Excellence in Oradea, Romania, to assist allied partners with planning and executing STEADFAST INDICATOR 2010, NATO's annual exercise dedicated to strengthening and testing allied HUMINT collection capabilities and interoperability.
- Increased J2X interaction with Allied Command - Transformation as the USJFCOM J2X representative to the NATO HUMINT Working Groups.
- Developed a certified CJ2X course at Norfolk, VA., along with the NATO School in Oberammergau, Germany, and Army G2. The course encompasses NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise and CIDNE.
- Constructed a CJ2X Mobil Training Team to conduct the CJ2X training for deploying units.
- Instructed NATO and national staff members on NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise for the CJ2X Course at the NATO School in Oberammergau, Germany.
- Prepared and instructed CI and HUMINT trained personnel to operate as members of a J2X.
- Instruct individuals on J2X, planning, tasking, management, coordinating, synchronization, and de-confliction of all CI and HUMINT operations in a joint operational environment.
- Attended planning conference in support of NATO training and the NATO HUMINT Center of Excellence.
- Provided a working knowledge for NATO personnel involved in CJ2X operations and direct support to NATO operations.
- Conduct Foreign Military Intelligence Collection Activities (FORMICA) for USJFCOM J2X.
- J2X Operational Management Training Course (OMTC) instructor.
- Joint Forces Intelligence School (JFIS) instructor
- Wrote and presented briefings and reports based on intelligence findings.
- Triaged threat levels and reported to commanders.
- The collected information from various communications and analyzed it for meaningful information.
- Developed and distributed intelligence products focused on field operations.
- Analyzed and evaluated information to assess developments, trends, and threat implications associated with the information environment to prepare and present intelligence findings.
- Contributed to the development of intelligence operations (I.O.) doctrine and policy.
- Supported operational planning and execution of intelligence operations (I.O.) and military information support operations (MISO).
- Obtained detailed information about enemy strengths, troop movements, and group activities.

- Directed traffic at the scene of fires or other hazards, investigated burglaries, etc.
- Enforced traffic laws and provided community policing.
- Resolved problems within the community.

APRIL 1982 – JULY 2004

### Interrogator/Counterintelligence Team Chief /

### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Team Chief
- J2X trainer and CI/HUMINT- Interrogation- SME integrated with the Joint Forces Intelligence School (JFIS) supporting the USJFCOM joint force-training mission.
- Determining course content and student learning objectives, prepared course syllabi, lesson plans, and student manuals.
- MAGTF CI/HUMINT Instructor at Navy-Marine Corps Intelligence Training Center (NMITC) Dam Neck, VA; Ensured the students received the best and most realistic training to prepare them for deployments in support of the Global War on Terrorism.
- Delivered interrogation-related instruction to CI/HUMINT students.
- Instructed members of the 1st HUMINT Company, 1st Intelligence Battalion at Camp Pendleton on interrogation/debriefing/screening techniques, military/field skills, enemy prisoner of war handling and interrogation practical application; HUMINT report writing in support of Operation Iraqi Freedom and Global War on Terrorism.

### Interrogator/Counterintelligence Team Chief /

### U.S. Marine Corps, Iraq

- Gunnery Sergeant - HET-12 CI/HUMINT- INTERROGATOR TEAM, Team Chief - Operation Iraqi Enduring Freedom and Operation Iraqi Freedom.
- Prepared and delivered instruction on CI/HUMINT support, anti-terrorism/force protection and briefs, threat assessment procedures, enemy prisoner of war training, and country/area studies.
- Conducted counterintelligence, human intelligence operations, counter surveillance, threat vulnerability assessments, interrogations, and debriefs.
- Successfully employed Arabic interpreters for interrogations.
- Conducted interrogations of Iraqi enemy prisoners of war and debriefed Iraqi civilians.
- Operated as part of the British Joint Field Interrogation Team and interrogated many high-level enemy prisoners of war.
- Acquired knowledge of the location of American POWs and launched a successful rescue mission in Jesica Leach's recovery.
- Briefed President Bush upon his request through higher channels on the current situation of interrogation tactics used during the push to Baghdad of the OIF I operation.

### Interrogator/Counterintelligence Sub-Team Chief /

### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Sub-Team Chief
- Operation Iraqi Enduring Freedom and Operation Iraqi Freedom deployment preparation.
- Prepared, trained, and briefed elements of the 1st Marine Division on area studies of Iraq and terrorist groups.
- Ensured all logistical equipment and materials were deployable to support Operation Enduring Freedom.

### Interrogator - Translator Team Commander /

### U.S. Marine Corps Reserve, Alameda, CA

- Gunnery Sergeant - 30th Interrogator - Translator Team Commander.
- Collected information/intelligence from human sources through interrogation, debriefing, and screening.
- Disseminated tactical HUMINT to MAGTF customers promptly via written reports and briefings.
- Served as a Spanish language expert and maintained expertise with Spanish-speaking countries, including the customs and traditions of those residing there.

## Core Skills

- Fluent in Spanish
- Intelligence management
- Counter-terrorism Operations
- Counter-Intelligence operations
- Operational planning and coordination
- Threat Assessment
- Strategic Planning
- Information mining
- Curriculum planning & implementation
- Financial Forecasting & Presentation
- Motivational and public speaking
- Project cost estimation
- Scholar-Practitioner
- Qualitative and Quantitative Research
- Intelligence assessment
- Human intelligence (HUMINT)
- All-source intelligence
- Risk analysis and mitigation
- Investigative techniques
- Policy development and implementation
- Report writing
- Development Design & Planning
- Mentoring and counseling
- Strategic Planning
- International collaboration and consulting
- Strategic planning and advising
- Leadership and career development
- Evidence-Based Research

## Military and Government Education

- Peace Officer Standards and Training, California Police Officer Academy, Yuba City, CA
- NATO CJ2X - Joint Coalition Intelligence HUMINT and Counterintelligence, NATO School of Intelligence, Oberammergau, GER
- Military Intelligence Officer Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Spanish Language, Defense Language Institute, Monterey CA
- Survival Evasion Resistance and Escape (SERE), U.S. Navy/Maine Corps SERE School, Brunswick, ME
- Interrogation - Enemy Prisoner of War (EPW), Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- MAGTF Instructor, Interrogator / Counterintelligence, Human Intelligence (CI/HUMINT) Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- Instructor Training Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Airlift Planners Course, U.S. Air Force, San Jose, CA
- Airdrop Load Inspector Course, U.S. Army Quartermaster School, Fort Lee, VA
- Parachute Rigger Course, U.S. Army Quartermaster School, Fort Lee, VA
- Airborne School, U.S. Army Jump School, Fort Benning, GA
- Draeger Dive Course, U.S. Army Special Warfare Center, Key West
- Field Radio Operator Course, U.S. Marine Corps, Camp Pendleton, CA
- Conflict Management and Negotiation Course (JKO)
- Homeland Security and Defense Course (JKO)
- Law of Armed Conflict Course (JKO)
- Combating Terrorism and Illegal Trafficking Course (JKO)
- NATO Introduction to Hague and Geneva Law Course (ADL)
- NATO Combined Joint Task Force (CJTF) training Modules Course (ADL)
- NATO Defense against Terrorism Course (ADL)

## Security Clearance (Retired)

- TOP SECRET - SCI - Poly / NATO (2015)

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Evan | A | Berger. | Planning Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| (same) | | | |

RESIDENCY: (Please select one)
CITY RESIDENT [✓] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: BUSINESS: EMAIL ADDRESS:
cell: [redacted]

EMPLOYER:
Upside Innovations, LLC. and Redfin Corporation (Independent Contractor)

EDUCATION/EXPERIENCE:

Bachelors of Science in Real Estate (Florida State University '08), CA Real Estate Broker, real estate in

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

South Tahoe Association of Realtors

Tahoe Sierra Board of Realtors

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Help inform the community about land use planning projects and be an outlet for the community to learr

If appointed, I hope to be a valuable advocate to help stakeholders and the community grow together in

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✓] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✓] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: Dec. 17th, 2024 SIGNATURE: [redacted]

RECEIVED
DEC 17 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Steven | J. | Imhoff | Planning Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| Same | | | | |

RESIDENCY: (Please select one)
CITY RESIDENT [X] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired

EDUCATION/EXPERIENCE:
College edcated with 47 years experience in the insurance industry. The last 35 of which was as a business owner of a property & casualty insurance brokerage firm.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:
Past president of the Professional Insurance Agents Associaton of California & Nevada representing over 10,000 insurance professionals. Five years on the board of directors. Serving on numerous committees within the organization including but not limited to; Planning, Products and Convention. Producer liasion between insurance professionals and various insurance companies

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
My extensive experience as a commercial property & casulty insurance broker provides the inside track to the issues of hundreds of businesses. As a business owner, future planning for success was vital to the survival and success of our company. I am a problem solver, logical thinker with the kmowledge and ability do discuss and develope a successful direction for the city for the benefit and support of the city council.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [ ] NO [X] Attended many city council meetings.

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/22/24 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

RECEIVED
DEC 23 2024
City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Lynn | D | Odvody | Planning Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT [✔] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:

EDUCATION/EXPERIENCE:

**I have been a licensed California contractor since 1990, with over 34 years of experience working closely with San Francisco's Building and Planning Departments. Throughout my career, I have built a stellar reputation for professionalism, reliability, and high-quality workmanship, earning recognition as a reputable builder within the industry and among municipal agencies.**

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

**N/A**

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

**As someone who deeply cares about South Lake Tahoe, I believe our community must grow sustainably while preserving the unique character we all cherish. If appointed, I hope to use my experience as a builder to help shape thoughtful design and development. My goal is to create a thriving, well-planned environment that reflects our community's needs, fosters growth, and serves future generations.**

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [ ] NO [✔]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
I co-own the business complex located at 1169 Ski Run Blvd

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✔] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/29/24 SIGNATURE: [redacted]

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City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| NATALIA | M | WIECZOREK | PLANNING COMMISSION |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | S. LAKE TAHOE | CA | 96150 |

| MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| SAME AS ABOVE | | | | |

RESIDENCY: (Please select one)
CITY RESIDENT [✓] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
BFD/KEY ARCHITECTURE

EDUCATION/EXPERIENCE:

M. ARCH, B.S. ARCH, LICENSED NV/CA ARCHITECT SINCE 2021

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

PLANNING COMMISSIONER SINCE 2019, CURRENT PC CHAIR

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

RESOLVE PLANNING QUESTIONS, ADVISE POPULACE ON CITY REGULATIONS, HELP DETERMINE CITY'S DEVELOPMENT PATH BASED ON EXPERIENCE BOTH PROFESSIONALLY AND PERSONALLY

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✓] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
SOMETIMES I HAVE PROJECTS WHICH MAY NEED TO COME BEFORE THE PC; THIS HAS NOT CAUSED SIGNIFICANT ISSUES IN THE PAST.

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✓] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or d[illegible]sal.

DATE: 1/2/25 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

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Office of the City Clerk

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Scott S Prysi | | | - Planning Comission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe, CA 96150 | | |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe, CA 96150 | | |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS:

EMPLOYER:
Self Employed physician

EDUCATION/EXPERIENCE:

1989 - MD, University of Virginia School of Medicine, 1998 - MArch, UC Berkeley

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Monterey County Medical Reserve Corp - last 10 years

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

1. Assure new construction adheres to the SLT Design Guidelines, 2. I'd like to commission review the 2016 guidelines to look for opportunities to include new sustainable materials and/or new non-fossil, renewable energy generation capabilities that have come to the market in the last 9 years

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 1/2/2025 SIGNATURE: [redacted]

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JAN 0 2 2025
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

**CITY OF SOUTH LAKE TAHOE**

**VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION**

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Douglas | H | Williams | Planning Comission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 961650 |

| MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| [redacted] | | South Lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Self

EDUCATION/EXPERIENCE:

Some College, Licensed Issuance Agent,

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Present and Past board member of the following TID, Lodging, South Tahoe Chamber of Commerce, Christmas Cheer, Past planning commissioner

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The Commission makes suggestions to city council on some items that comes before it, ie general plan and developement and preliminary approves others.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None, except certain times when a developement is close to owned real estate

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 01/03/2025 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

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JAN 0 6 2025
City of South Lake Tahoe
Office of the City Clerk

# VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

NAME: FIRST JOHN | MIDDLE INITIAL | LAST MESSINA | COMMITTEE AND/OR CATEGORY APPLYING FOR: Planning Commission

RESIDENCE: [redacted] | STREET ADDRESS | CITY SOUTH LAKE TAHOE CA | STATE | ZIP CODE 96150

MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE

RESIDENCY: (Please select one)
CITY RESIDENT [✓] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): [redacted] | RESIDENCE: | BUSINESS: | EMAIL ADDRESS:

EMPLOYER:
RETIRED

EDUCATION/EXPERIENCE:

COLLEGE

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Tahoe Taxpayers Association

EDC Commission on Aging

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The seniors in South Lake Tahoe make up 30% of the residents. We need to improve their representation.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✓] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✓] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 1-6-25 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901

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JAN 06 2025
City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE
# VOLUNTEER COMMISSION/BOARD MEMBERSHIP APPLICATION

Please Legibly Print or Type

NAME: FIRST MIDDLE INITIAL LAST COMMISSION AND/OR CATEGORY APPLYING FOR:
**Linda C Spranz** **Planning Commission**

RESIDENCE: STREET ADDRESS CITY STATE ZIP CODE
[redacted] **South Lake Tahoe Californai 96150**

MAILING ADDRESS: P.O. BOX CITY STATE ZIP CODE
**Same**

RESIDENCY: (Please circle one)
**CITY RESIDENT** / EL DORADO COUNTY RESIDENT / DOUGLAS COUNTY RESIDENT / STATE OF NEVADA RESIDENT

PHONE NUMBER(S): RESIDENCE [redacted] BUSINESS: **Same** EMAIL ADDRESS: [redacted]

EMPLOYER: **Self Employed Small Business Owner**

EDUCATION/EXPERIENCE:
BS Business, MBA, CA RE License, 25+ years experience with land use planning, project implementation, engineering, materials acquisition, construction and launch for telecommunication facilities in city and county jurisdictions throughout Central and Northern CA, NV and other jurisdictional bodies such as public utilities, NPS, CA State Properties, School Districts, Review local ordinances, design review requirements, generals plans, and other required reviewing entities for project suitability. Present projects before planning commissions, design review, city council, and various boards. Review and amend plans.
Small business owner/operator of hospitality and rental properties within the Tahoe basin for 11 years.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT: I have helped individuals in our community for the past 11 years on a private and personal basis. I have been a caretaker for elderly parents for the past 15 years, and helped many other seniors when my skills and experience could assist. As the owner of rental properties, I have quietly assisted many people in need (domestic violence, loss of spouse, recovering addiction) with safe, affordable housing, mentoring, food and furnishings and employment.

I have recently been involved in local elections and attended council and chamber of commerce meetings. I believe I have the education, professional experience, and skills necessary to help make our community better adapt to the ever evolving changes to our local culture, business, and tourism by participation on public boards.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMISSION AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

As a member of the City of South Lake Tahoe Planning Commission, my years of experience in land use and project planning and presentations to planning commissions is directly compatible with the knowledge required to be a member of the planning commission. First, I can read and understand site plans, surveys, and architectural, engineering, and building plans. I can evaluate plan and projects for compatibility with the Tahoe General Plan and local neighborhood plans in context with local, business, and tourism needs. I am interested in the impact of projects and developments to all members of the community,whether private, public, business or tourism. I would like to help shape the future of South Lake Tahoe with projects that match with our local culture which is a unique blend of residential, business, recreation, and tourism. All of which are equally important and necessary to have a desirable and prosperous community.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy? _____YES _____X___NO **unfortunately, not adequate time.**

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied: **I am not aware of, nor do I foresee any conflicts, however should a conflict arise I will disclose and recuse myself as necessary.** _____

If appointed to the Airport Commission, Planning Commission or Building Board of Appeals Commission, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement? ____**X**___**YES** _____NO

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE:_____Jan 7, 2024____SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk 1901
Airport Road, Ste 206
South Lake Tahoe, CA 96150-6324
PH: 542-6005
sblankenship@cityofslt.us

RECEIVED

JAN 07 2025

City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE

## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Stacey | A | Ballard | ACT commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SLT | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SLT | CA | 96158 |

RESIDENCY: (Please select one)
CITY RESIDENT [☑] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER: Disabled & self employeed

EDUCATION/EXPERIENCE:
I ran for city council in 2020. I attend city Council, parks & Recs meetings. I was part of the group that originally was picked to start this groups foundation and I would like to continue what was started

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS: I believe we have done a good job.
I am a disability advocate in town.

I am a current commissioner on the ACT commission. I spent 3yrs on the South Y community plan Team. I've taught art at the Boys & Girls club and with our City's BATS program

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
I look forward to working on our new 3year plan, sharing our ideas and opinions with City council and staff. Connecting our Community and visitors to the positive impacts art and creativity can have on all our lives and the local economy of our city. Using my art background to make decisions on what art works will foe our community

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy? YES [☑] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission, Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Committee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [☑] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/15-24 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324
PH: (530) 542-6005
sblankenship@cityofslt.us

RECEIVED
NOV 15 2024
City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Samantha | C | Rebrovich | Arts Culture & Tourism |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| Same as above | | | |

RESIDENCY: (Please select one)
CITY RESIDENT ☒ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER: Owner of Wildwood Makers Market

EDUCATION/EXPERIENCE: Bachelors in English. 8 years oil painter, have been in many local markets & art shows internationally.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:
Buying Wildwood is my first venture in community involvement. I plan to have an art supply shop in back along with monthly shows, classes, workshops To create a space for art

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
To support and uplift the arts community, steering the culture to be creative, create spaces & opportunities for all artists. My desire is to put South Lake on the map for arts.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☐ NO ☒

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:

---

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☒ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/5/2024 SIGNATURE: [redacted]

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City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE

## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Marta Delgado | | | Arts, Culture, and Tourism Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe, 96150 | | |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| As above | | | |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS:

EMPLOYER:
Aaron Lim Design

EDUCATION/EXPERIENCE:

Master of Science in Architecture, UC Berkeley; Designer at Aaron Lim Design; Founder and Consultant at Architecture With Meaning; advocate for health-based design.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Head of Community Development at the Centre for Conscious Design, I organize global initiatives like the Conscious Cities Festival. I am also a member of the Tahoe

Community Emergency Response Team (CERT), an amateur dancer and painter, and hold a certificate in Expressive Arts Therapy from the Tamalpa Institute.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The committee should enrich the city's arts and culture by engaging residents and visitors in co-imagining our future town while collaborating on planning efforts to make the

city more livable, inclusive, and vibrant. My goal is to promote equitable, accessible spaces that inspire inter-generational connection, joy and creativity.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/02/2024 SIGNATURE: [redacted]

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City of South Lake Tahoe
Office of the City Clerk

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TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| David | | Hamilton | Arts Culture and Tourism |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: | P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|---|
| Same as Residence | | | | |

RESIDENCY: (Please select one)
CITY RESIDENT [✓] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired

EDUCATION/EXPERIENCE:

See attached letter

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

See Attached letter

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

See Attached letter

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✓] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None at this time

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✓] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/3/2024 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

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City of South Lake Tahoe
Office of the City Clerk

Greetings,

I would like to submit my application for the next Arts, Culture and Tourism commission. I have completed three years on the commission and served this year as chair.

The commission has made great progress in the last year. We reviewed and approved 10 murals, created a multi-year working plan, reviewed ten proposals and recommended a project for the ARPA funds and created a racial equity statement.

I have been involved with the arts on the South Shore as both a professional and as a volunteer for over forty years. I have served on the boards of the Tahoe Art Project and Valhalla Tahoe. I was President of Valhalla Tahoe for two years and also served as the Festival Director for one season. I was involved in the creation of and was one of the first board members for the Tahoe Arts Alliance.

Professionally I was the Dean of Visual and Performing Arts at Folsom Lake College for three years and was responsible for all the arts programs at the college as well as spaces like theatres and galleries. I was the Director of Theatre at LTCC for 20 years and was the lead faculty in the design and construction of the Duke Theatre.

I feel that I have a balanced background for arts and culture in our area and could make significant contributions to the commission as it helps the city in integrating arts, culture and tourism into the fabric of the community for both visitors and residents.

I see this commission being critical in being able to connect the city to the various individuals and organizations that are the experts in arts, culture and tourism for input on creating a truly arts enriched community for both residents and visitors. Arts and culture need to be in consideration at the very beginning of the planning stages of various projects. That way they are organically integrated into the whole as opposed to being an afterthought. The commission can help accommodate those needs and I would like to be re-appointed to the commission as it moves forward.

Thank you,

David Hamilton

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Juliet | N | Haas | Arts, Culture, and Tourism Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96151 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: BUSINESS: EMAIL ADDRESS:
[redacted]

EMPLOYER:
Coldwell Banker Select Real Estate

EDUCATION/EXPERIENCE:

Some College and Trade Certifications. No Degree. Fine Art Photography, Architecture and Interior Design, Creative Writing, Momand Music Scholoarship: University of NV Reno 1987.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Open Show Sacramento/LA - Producer/Curator/Host 2014-2023, Internationally Exhibited Photographer,

Web3/Blockchain Advocate, Published Author, 500 RYT Hatha Yoga Teacher with therapeutic applications.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The Arts should be accessible to anyone who wants to practice a craft. To be given opportunities through community programs and education

to participate. If appointed I hope to share my years of experience to help new and seasoned artists succeed in their endeavors.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
My full-time employment M-F 8:30 to 5:00pm takes priority. All other activities can be scheduled any time outside of business hours.

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/20/2024 SIGNATURE: [redacted]

RECEIVED
DEC 20 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE

## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

NAME: FIRST MIDDLE INITIAL LAST COMMITTEE AND/OR CATEGORY APPLYING FOR:
Rachel A Carlson ACT Commission

RESIDENCE: STREET ADDRESS CITY STATE ZIP CODE [redacted]

MAILING ADDRESS: P.O. BOX CITY STATE ZIP CODE same as above

RESIDENCY: (Please select one)
CITY RESIDENT EL DORADO COUNTY RESIDENT DOUGLAS COUNTY RESIDENT STATE OF NEVADA RESIDENT

PHONE NUMBER(S): RESIDENCE [redacted] BUSINESS [redacted] EMAIL ADDRESS [redacted]

EMPLOYER: Black Bear Lodge

EDUCATION/EXPERIENCE: Graduated from Cal Poly San Luis Obispo and have been an active community member since 2011.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

I am a current ACT Commissioner and involved in the Friends of Ski Run non-profit organization. I started a business, Black Bear Lodge, in 2017 and have enjoyed many years connecting with other community members through the Tahoe Chamber and LTVA.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The responsibilities include evaluating public art permit applications, advising on citywide art and culture programs, and awarding microgrants based on the commission's mission and vision. I hope to further solidify the commission's work plan based on the product created in collaboration with EQ consultants. I look forward to further establishing an inclusive and vibrant culture in SLT.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy? YES NO

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES NO

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 1/6/2025 SIGNATURE [redacted]

RECEIVED
JAN 06 2025
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Aimi Xistra-Rich | | | Arts, Culture and Tourism Committee |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] South Lake Tahoe, CA 96150 | | | |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] South Lake Tahoe, CA 96151 | | | |

RESIDENCY: (Please select one)
CITY RESIDENT [✔] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS:

EMPLOYER:
Boys & Girls Club of Lake Tahoe

EDUCATION/EXPERIENCE:

BA from SFSU. Actively involved in SLT community.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

2 years as ACT Committee member, 1 as co-chair. Past Tahoe Chamber executive board member.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Responsible for expanding ACT offerings in the SLT community. Continue to work on strategic plan.

Microgrants, RFPs, Airport Art Venue, art installation approval.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✔] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None.

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✔] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12.18.24 SIGNATURE: [redacted]

RECEIVED
DEC 18 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

NAME: FIRST MIDDLE INITIAL LAST — COMMITTEE AND/OR CATEGORY APPLYING FOR:
Erika E Gonzalez | Policy Advisory Commission

RESIDENCE: STREET ADDRESS CITY STATE ZIP CODE
[redacted] South Lake Tahoe, CA 96150

MAILING ADDRESS: P.O. BOX CITY STATE ZIP CODE
[redacted]

RESIDENCY: (Please select one)
CITY RESIDENT [✓] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: BUSINESS: EMAIL ADDRESS:
[redacted]

EMPLOYER:
CAST (Coalition to Abolish Slavery and Trafficking), Training and Technical Assistance Managing Attorney

EDUCATION/EXPERIENCE:

University of California, Berkeley 2007, University of the Pacific, McGeorge School of Law 2012

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Police Advisory Commission member since the inaugural year. PAC Chair 2024.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

I hope to continue the work with commission and propose recommendations that would be helpful to the City.

The commission is starting to find its footing and I would love to continue assisting with our forward progression.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [✓] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
N/A

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [✓] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/1/2024 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

RECEIVED
NOV - 1 2024
City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE

## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Alberto | Fernando | Manfredi | Police Advisory Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired - Military Intelligence Officer and CEO - Manfredi Development Group (Developer/Contractor)

EDUCATION/EXPERIENCE:

Ph.D.(ABD) Human Development, MBA, MA Organization Development and Leadership, & BS Criminal Justice

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Veteran of Foreign Wars, Marine Corps League, Coast Guard Auxiliary,

Lake Tahoe Wildlife Center, CA Court Appointed Child Advocate

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Provide recommendations to the City and Counsel by reviewing and discuss Police Department policy, discuss various

transparency related reports, collaborate on community outreach strategies, Advise and assist the Police Department

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/26/2024 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

RECEIVED
NOV 26 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324
PH: (530) 542-6005
sblankenship@cityofslt.us

# Alberto Fernando Manfredi

[redacted]
South Lake Tahoe, CA. 96150
[redacted]

## Summary

Your diverse background as a Military Intelligence Officer, Defense Intelligence Agency (DIA) Intelligence Officer, NATO Instructor/Lecturer, and Subject Matter Expert (SME) in All-Source Intelligence, Human Intelligence (HUMINT), Interrogation, Counterintelligence (CI), and Security have equipped you with the expertise to excel in complex and demanding environments. This extensive experience has laid the foundation for your ability to lead and execute intricate operations and plans that support both organizational and community goals. My forward-thinking mindset and ability to guide diverse organizations and teams have consistently delivered high-impact results, contributing significantly to the success of these organizations.

## Education

2025
**Doctor of Philosophy in Human Development**
**Fielding Graduate University, Santa Barbara, CA.**

2024
**Master of Arts in Organizational Development & Leadership/**
**Fielding Graduate University, Santa Barbara, CA.**

2022
**Master of Business Administration /**
**Columbia Southern University, Orange Beach, AL.**

2021
**Evidence-Based Coaching Certification /**
**Fielding Graduate University, Santa Barbara, CA.**

2009
**Bachelor of Science in Criminal Justice Admin /**
**Columbia Southern University, Orange Beach, AL.**

- Subject Matter Expert (SME) in the areas of CI/HUMINT-Interrogation, military training, military decision-making processes (MDMP), constructive battalion and brigade staff training methodologies, and valuable training observer controller/trainer techniques.

AUGUST 2010 – AUGUST 2011

### Intelligence Officer / Interrogations / Counterintelligence

### U.S. Defense Intelligence Agency

- DIA Office of Field Operations - Global Division, Washington D.C.
- U.S. Joint Forces Command (USJFCOM) Norfolk, VA.
- Subject Matter Expert (SME) on Interrogation, Human Intelligence (HUMINT), Counterintelligence (CI), and Security - Subject Matter Expert (SME)
- Supported multi-national HUMINT training by teaming with USEUCOM J2X to teach and mentor the CJ2X Courses held at the NATO School in Oberammergau, Germany.
- Spearheaded an initiative to deliver the first CJ2X Course in CONUS for U.S. and Canadian J2X personnel at Interrogation-CI/HUMINT Subject Matter Expert (SME).
- USJFCOM J2X representative to the NATO HUMINT Center of Excellence in Oradea, Romania, to assist allied partners with planning and executing STEADFAST INDICATOR 2010, NATO's annual exercise dedicated to strengthening and testing allied HUMINT collection capabilities and interoperability.
- Increased J2X interaction with Allied Command - Transformation as the USJFCOM J2X representative to the NATO HUMINT Working Groups.
- Developed a certified CJ2X course at Norfolk, VA., along with the NATO School in Oberammergau, Germany, and Army G2. The course encompasses NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise and CIDNE.
- Constructed a CJ2X Mobil Training Team to conduct the CJ2X training for deploying units.
- Instructed NATO and national staff members on NATO CJ2X organization, operation, procedures, staff function, and combining HUMINT, CI, and Security expertise for the CJ2X Course at the NATO School in Oberammergau, Germany.
- Prepared and instructed CI and HUMINT trained personnel to operate as members of a J2X.
- Instruct individuals on J2X, planning, tasking, management, coordinating, synchronization, and de-confliction of all CI and HUMINT operations in a joint operational environment.
- Attended planning conference in support of NATO training and the NATO HUMINT Center of Excellence.
- Provided a working knowledge for NATO personnel involved in CJ2X operations and direct support to NATO operations.
- Conduct Foreign Military Intelligence Collection Activities (FORMICA) for USJFCOM J2X.
- J2X Operational Management Training Course (OMTC) instructor.
- Joint Forces Intelligence School (JFIS) instructor
- Wrote and presented briefings and reports based on intelligence findings.
- Triaged threat levels and reported to commanders.
- The collected information from various communications and analyzed it for meaningful information.
- Developed and distributed intelligence products focused on field operations.
- Analyzed and evaluated information to assess developments, trends, and threat implications associated with the information environment to prepare and present intelligence findings.
- Contributed to the development of intelligence operations (I.O.) doctrine and policy.
- Supported operational planning and execution of intelligence operations (I.O.) and military information support operations (MISO).
- Obtained detailed information about enemy strengths, troop movements, and group activities.

- Directed traffic at the scene of fires or other hazards, investigated burglaries, etc.
- Enforced traffic laws and provided community policing.
- Resolved problems within the community.

APRIL 1982 – JULY 2004

### Interrogator/Counterintelligence Team Chief /

### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Team Chief
- J2X trainer and CI/HUMINT- Interrogation- SME integrated with the Joint Forces Intelligence School (JFIS) supporting the USJFCOM joint force-training mission.
- Determining course content and student learning objectives, prepared course syllabi, lesson plans, and student manuals.
- MAGTF CI/HUMINT Instructor at Navy-Marine Corps Intelligence Training Center (NMITC) Dam Neck, VA; Ensured the students received the best and most realistic training to prepare them for deployments in support of the Global War on Terrorism.
- Delivered interrogation-related instruction to CI/HUMINT students.
- Instructed members of the 1st HUMINT Company, 1st Intelligence Battalion at Camp Pendleton on interrogation/debriefing/screening techniques, military/field skills, enemy prisoner of war handling and interrogation practical application; HUMINT report writing in support of Operation Iraqi Freedom and Global War on Terrorism.

### Interrogator/Counterintelligence Team Chief /

### U.S. Marine Corps, Iraq

- Gunnery Sergeant - HET-12 CI/HUMINT- INTERROGATOR TEAM, Team Chief - Operation Iraqi Enduring Freedom and Operation Iraqi Freedom.
- Prepared and delivered instruction on CI/HUMINT support, anti-terrorism/force protection and briefs, threat assessment procedures, enemy prisoner of war training, and country/area studies.
- Conducted counterintelligence, human intelligence operations, counter surveillance, threat vulnerability assessments, interrogations, and debriefs.
- Successfully employed Arabic interpreters for interrogations.
- Conducted interrogations of Iraqi enemy prisoners of war and debriefed Iraqi civilians.
- Operated as part of the British Joint Field Interrogation Team and interrogated many high-level enemy prisoners of war.
- Acquired knowledge of the location of American POWs and launched a successful rescue mission in Jesica Leach's recovery.
- Briefed President Bush upon his request through higher channels on the current situation of interrogation tactics used during the push to Baghdad of the OIF I operation.

### Interrogator/Counterintelligence Sub-Team Chief /

### U.S. Marine Corps Reserve, Camp Pendleton, CA (Retired)

- Gunnery Sergeant - CI/HUMINT-INTERROGATOR Sub-Team Chief
- Operation Iraqi Enduring Freedom and Operation Iraqi Freedom deployment preparation.
- Prepared, trained, and briefed elements of the 1st Marine Division on area studies of Iraq and terrorist groups.
- Ensured all logistical equipment and materials were deployable to support Operation Enduring Freedom.

### Interrogator - Translator Team Commander /

### U.S. Marine Corps Reserve, Alameda, CA

- Gunnery Sergeant - 30th Interrogator - Translator Team Commander.
- Collected information/intelligence from human sources through interrogation, debriefing, and screening.
- Disseminated tactical HUMINT to MAGTF customers promptly via written reports and briefings.
- Served as a Spanish language expert and maintained expertise with Spanish-speaking countries, including the customs and traditions of those residing there.

## Core Skills

- Fluent in Spanish
- Intelligence management
- Counter-terrorism Operations
- Counter-Intelligence operations
- Operational planning and coordination
- Threat Assessment
- Strategic Planning
- Information mining
- Curriculum planning & implementation
- Financial Forecasting & Presentation
- Motivational and public speaking
- Project cost estimation
- Scholar-Practitioner
- Qualitative and Quantitative Research
- Intelligence assessment
- Human intelligence (HUMINT)
- All-source intelligence
- Risk analysis and mitigation
- Investigative techniques
- Policy development and implementation
- Report writing
- Development Design & Planning
- Mentoring and counseling
- Strategic Planning
- International collaboration and consulting
- Strategic planning and advising
- Leadership and career development
- Evidence-Based Research

## Military and Government Education

- Peace Officer Standards and Training, California Police Officer Academy, Yuba City, CA
- NATO CJ2X - Joint Coalition Intelligence HUMINT and Counterintelligence, NATO School of Intelligence, Oberammergau, GER
- Military Intelligence Officer Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Spanish Language, Defense Language Institute, Monterey CA
- Survival Evasion Resistance and Escape (SERE), U.S. Navy/Maine Corps SERE School, Brunswick, ME
- Interrogation - Enemy Prisoner of War (EPW), Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- MAGTF Instructor, Interrogator / Counterintelligence, Human Intelligence (CI/HUMINT) Navy-Marine Corps Intelligence Training Center, Dam Neck, VA
- Instructor Training Course, U.S. Army Intelligence School, Ft Huachuca, AZ
- Airlift Planners Course, U.S. Air Force, San Jose, CA
- Airdrop Load Inspector Course, U.S. Army Quartermaster School, Fort Lee, VA
- Parachute Rigger Course, U.S. Army Quartermaster School, Fort Lee, VA
- Airborne School, U.S. Army Jump School, Fort Benning, GA
- Draeger Dive Course, U.S. Army Special Warfare Center, Key West
- Field Radio Operator Course, U.S. Marine Corps, Camp Pendleton, CA
- Conflict Management and Negotiation Course (JKO)
- Homeland Security and Defense Course (JKO)
- Law of Armed Conflict Course (JKO)
- Combating Terrorism and Illegal Trafficking Course (JKO)
- NATO Introduction to Hague and Geneva Law Course (ADL)
- NATO Combined Joint Task Force (CJTF) training Modules Course (ADL)
- NATO Defense against Terrorism Course (ADL)

## Security Clearance (Retired)

- TOP SECRET - SCI - Poly / NATO (2015)

CITY OF SOUTH LAKE TAHOE

VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| SCOTT | E. | OSHA | POLICE ADVISORY COMMISSION |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SLT | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SLT | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT [X] EL DORADO COUNTY RESIDENT [ ] DOUGLAS COUNTY RESIDENT [ ] STATE OF NEVADA RESIDENT [ ]

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
RETIRED - 30 YRS. LAW ENFORCEMENT

EDUCATION/EXPERIENCE:
A. S. DEGREE / STATE OF CA POST (ADVANCED LAW ENFORCEMENT)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

NEIGHBORHOOD & FOOD BANK, NEIGHBORHOOD WATCH, LGBT VOLUNTEER IN SAN FRANCISCO, DORAC

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

TO HELP PROVIDE AND SUPPORT INFO., ETC. TO A PROFESSIONAL POLICE DEPARTMENT.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES [X] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
NONE

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/25/24 SIGNATURE: [redacted]

RECEIVED
DEC 10 2024
City of South Lake Tahoe
Office of the City Clerk

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Ted | W | Newcomb | Police Advisory Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SLT | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | SLT | CA | 96151 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired

EDUCATION/EXPERIENCE:

AS Degree Electronics. POST Certified police acadamy. District Service Mgr. Level 1 Reserve Deputy LT. (Ret)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

35 Years as LT Reserve Deputy Sonoma County. Supervise, recruit Reserve Deputes.

Helped Implement & Admin the Citizen Volunteer in Policing program. recruit volunteers from the Citizens Acadamy to join the VIP program.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Review policy. Suggest areas that may need updating/clarification. Personnel Accountability.

Educating citizens on roll law enforcement plays in the community to better understand the inter workings of law enforcement.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12-8-24 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

RECEIVED
DEC 12 2024
City of South Lake Tahoe
Office of the City Clerk

# CITY OF SOUTH LAKE TAHOE
## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

| NAME: FIRST | MIDDLE INITIAL | LAST | COMMITTEE AND/OR CATEGORY APPLYING FOR: |
|---|---|---|---|
| Valerie | A | Smith | Police Advisory Commission |

| RESIDENCE: STREET ADDRESS | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

| MAILING ADDRESS: P.O. BOX | CITY | STATE | ZIP CODE |
|---|---|---|---|
| [redacted] | South Lake Tahoe | CA | 96150 |

RESIDENCY: (Please select one)
CITY RESIDENT ☑ EL DORADO COUNTY RESIDENT ☐ DOUGLAS COUNTY RESIDENT ☐ STATE OF NEVADA RESIDENT ☐

PHONE NUMBER(S): RESIDENCE: [redacted] BUSINESS: EMAIL ADDRESS: [redacted]

EMPLOYER: - Lake Tahoe Community College (EMT Program Adjunct Instructor since 2022).
- Carson City Rural Child Advocacy Center (Forensic Medical Unit APRN-FNP Independent Contractor since 2024).

EDUCATION/EXPERIENCE: University of Nevada, Reno: Doctor of Nursing Practice (2024) & Graduate Certificate in Public Health Program Development (2023). University of South Alabama: Advanced Forensic Nursing Post-Graduate Certificate (2024). University of Portland: BSN (2017).
- Carson Valley Health: Wound Care RN (2022-2024), Infusion RN (2022), Med-Surg RN (2018-2020).
- Sutter Health: Mills-Peninsula Medical Center (2019-2022), Emergency Department RN (2019-2020).
- AbilityPath: Adult Day Program Instructor (2015-2020). Taught adults with developmental disabilities in classroom, volunteer, and vocational settings.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:
- Crisis Intervention Stress Management, Tahoe Sierra Region: Member/ Chaplain (2023-present): Support first responders during post-critical incident debriefings, active shooter drills, etc.
- Great Basin Chaplain Corps: Chaplain (2024-present).
- Empower Your Health: Wellness event for first responders (2024) Organized and led event in community partnership with DCSO & St. Gall's.
- Mental Health First Aid for Fire & EMS (2023). Led the organization of a free training event for firefighter and EMS agencies in partnership with El Dorado County Behavioral Health and Lake Tahoe Community College.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED? Please see letter attached. A resume is also attached. Thank you.

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy?
YES ☑ NO ☐ (Not live attendance, but virtual attendance of recorded meetings)

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've applied:
None

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreation Commission, Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12 / 16 / 2024 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

RECEIVED
DEC 16 2024
City of South Lake Tahoe
Office of the City Clerk

Valerie Smith
[redacted]
South Lake Tahoe, CA 96150
[redacted]

12/16/2024

Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150

Dear South Lake Tahoe City Council,

I would like to assist the Police Advisory Commission with addressing community policing needs and concerns. My current volunteer efforts have combined my background as a nurse practitioner and chaplain to support local first responders via organizing community, department, and POST specific trainings for officer wellbeing as well as providing crisis intervention support services.

In addition, I have experience working with underrepresented populations. This is from training as a nurse practitioner student in Barton's Community Health Center, as well as my background in emergency care, forensic nursing (child abuse/ sexual assault) and working with special needs adults. It would be an honor to be able to expand my ability to assist police and community efforts by utilizing my skills to serve the Police Advisory Commission regarding current issues facing law enforcement in South Lake Tahoe. Thank you for the consideration of my application.

Respectfully submitted,

[redacted]

Valerie Smith
DNP, APRN, FNP-BC, CEN, CPEN, WCC,
CCISM, CTSS, Chaplain

# VALERIE ARIANA SMITH

DNP, APRN, FNP-BC, CEN, CPEN, WCC

CCISM, CTSS, CHAPLAIN

Mobile: [redacted] Email: [redacted]


## EDUCATION

- **University of Nevada, Reno**
  - Doctor of Nursing Practice, Family Nurse Practitioner.....(2024)
  - Graduate Certificate in Public Health Program Development.....(2023)
- **University of South Alabama**
  - Advanced Forensic Nursing Care Post-Graduate Certificate..... (2024)
  - Emergency Nurse Practitioner Post-Graduate Certificate..... (expected 12/2026)
- **University of California Riverside, Extension:** Forensic Nursing Unit Courses
  - Occupational Risks & Forensic Pathology for Health Specialists.....(2024)
- **University of Portland**: Bachelor of Science in Nursing.....(2017)

## LICENSURES AND CERTIFICATIONS

- APRN Licensures: NV 880153, CA 95033005.....RN Licensures: NV 97420, CA: 95145662
- Family Nurse Practitioner (FNP-BC): American Nurses Credentialing Center.....(since 2024)
- Certified Pediatric Emergency Nurse (CPEN) .....(since 2024)
- Wound Care Certification (WCC)..... (since 2023)
- Certified Emergency Nurse (CEN).....(since 2020)

**Chaplaincy/ Crisis Care:**

- International Fellowship of Chaplains: Licensed & Ordained Chaplain.....(since 2024)
- Certification in Critical Incident Stress Management (CCISM).....(since 2024)
- Certified Trauma Services Specialist (CTSS): Association of Traumatic Stress Specialists...(2024)

## EMPLOYMENT EXPERIENCE

- **Carson City Rural Child Advocacy Center:** Independent Contractor.....(2024-present)
- **Carson Valley Health (Carson Valley Medical Center)**:
  - Wound Care RN.....(2022-2024)
  - Infusion RN.....(2022)
  - Med-Surg RN.....(2018-2020)
- **Lake Tahoe Community College**: Instructional Aid/ Adjunct Faculty/ Principal Instructor
  - Emergency Medical Technician Certification Course.....(2022- present)
  - Firefighter I Cert Test (Rehab Unit Lead) ..... (2022)
- **Sutter Health: Mills-Peninsula Medical Center**.....(2019-2022)
  - Emergency Department: Staff Nurse II/ Clinical Nurse I .....(2019-2020)
- **Community Gatepath/AbilityPath:** Adult Day Program Instructor .....(2015-2020)
  - Supervised and coached adults with developmental disabilities in classroom, volunteer, and vocational settings. Promoted community engagement, independence, and wellness.
- **Atria Senior Living, Assisted Living and Memory Care:** Receptionist.....(2015-2017)
- **University of Portland Center for Health and Counseling:** Peer Educator .....(2016)
  - Organized campus campaigns and events such as Take Back the Night & The Hunting Ground movie showing with student/ faculty forum. Created resources to improve student health & increase awareness of sexual assault prevention on campus.
- **Starbucks Coffee Company:** Barista, Certified Coffee Master.....(2011-2014)
- **United States Senate Page:** *Hon. California Senator Dianne Feinstein*
  - Prepared Senate Chamber for daily sessions, provided support services for senators; 40-60 hours per week, Washington, DC. .....(Spring 2012)

## CLINICAL EXPERIENCE: UNIVERSITY OF SOUTH ALABAMA (350 HOURS ON-CALL/ CLINICAL)

- Washoe County Child Advocacy Center: Forensic Medical Team.....(Fall 2024)

## CLINICAL EXPERIENCE: UNIVERSITY OF NEVADA, RENO (850 HOURS)

- Renown Advanced Wound Care & Infectious Disease Departments.....(Spring 2024)
- Barton Health: Pediatrics.....(Spring 2024)
- Barton Health: Community Health Center.....(Summer & Fall 2023)
- Carson Tahoe Health: Carson City and Dayton Urgent Care..... (Summer 2023)

## CLINICAL EXPERIENCE: UNIVERSITY OF PORTLAND

- Senior Capstone: Legacy Good Samaritan Medical Center, Emergency Department...(180 hours)
- Community Health: Albina Early Head Start, Head Start, & Home Forward.....(90 hours)
- Pediatrics: Randall Children's Hospital at Legacy Emanuel.....(90 hours)
- Adult & Elder Health Acute Care: Providence Portland Medical Center neuro unit.....(135 hours)
- Adult & Elder Health Chronic Care: Marquis Piedmont Post Acute Rehabilitation & Marquis Vermont Hills Post Acute Rehabilitation.....(270 hours)
- Psychiatric/ Mental Health: Portland VA Medical Center, Footsteps to Recovery.....(90 hours)

## PUBLICATIONS

- Smith, V. (Ongoing) [Started 2024]. Rapid fire health: Quick tips for deputies on the go. Monthly health & wellness newsletter. Douglas County Sheriff's Department, NV.
- Smith, V. (2023). Mental health first aid event held at LTCC for Fire and EMS. *South Tahoe Now.* https://southtahoenow.com/story/05/22/2023/mental-health-first-aid-event-held-ltcc-fire-and-ems
- Turnbloom, D. F., & Smith, V. (2019). The risk of liturgical mercy. *Studia Liturgica*, *49*(1), 58–70. https://doi.org/10.1177/0039320718808928
- Smith, V. (2017). What makes us worthy (Axios). *The Beacon.* https://www.upbeacon.com/article/2017/03/submission-valerie-smith-axios
- Smith, V. & Gray, G. (2016). A Christian ending to our life workshop. *Diocese of the West.* https://www.orthodoxportland.org/wp-content/uploads/2016/09/2016-A-Christian-Ending-to-Our-Life.pdf
- Smith, V. (2016). Partaking in a feast of eternal love. *The Beacon.* https://www.upbeacon.com/article/2016/02/partaking-in-a-feast-of-eternal-love
- Smith, V. (2015). Opening the door to understanding God's image. *The Beacon.* Republished in *Cross Currents; Winter edition.,* (2015), Holy Cross Greek Orthodox Church, Belmont, CA.
- Smith, V. (2015). A Greek Orthodox perspective on establishing communion with others. *The Beacon.* https://www.upbeacon.com/article/2015/10/a-greek-orthodox-perspective-on-establishing-communion-with-others

## PRESENTATIONS

- Smith, V. (2024). Empower your health: Wellness event for first responders. Organized and led event in community partnership with DCSO held at St. Gall Catholic Church, Gardnerville, NV.
- Smith, V. & Alden Goulart, M. (2022). Coffee and conversation: End-of-life planning workshop. Led and organized event held at Sierra Place Senior Living in Carson City, NV.
- Smith, V. (2017). The Sacrament of nursing: Comparing nursing practice and Christian vocation. Sponsored by the University of Portland Dundon-Berchtold Center for Moral Formation and Applied Ethics, School of Nursing, and College of Arts and Sciences. Accessible at https://uportland.mediaspace.kaltura.com/media/The+Sacrament+of+Nursing/0_e18itok5
- Smith, V. (2016). Responding to end of life wishes: An analysis of the relationship between the Go Wish Card Game and palliative/ hospice nursing practice. In-service presentation at Sunrise Senior Living, Belmont, CA.
- Smith, V., Gray, G., & Schroedel, J. (2016). A Christian ending to our life. Organized and facilitated an end-of-life care planning workshop at St. Nicholas Orthodox Church, Portland,OR.
- Turnbloom, D. & Smith, V. (2016). The risk of liturgical mercy: Lessons from Luke 15. Co-authored presentation delivered by Turnbloom for the College Theology Society's 62nd Annual Convention at Rockhurst University, Kansas City, MO.

## PROFESSIONAL DEVELOPMENT

**Nurse Practitioner CEU Training Programs:**

- **Duquesne University:** Sexual Assault Nurse Examiner Program
  - Pediatric Online Course.....(Fall 2024)
  - Adolescent/ Adult Online Course and Precepted Training.....(Summer 2024)
- **Jackson Orthopedic Foundation:** Orthopedic Primary Care Program.....(Jan 2024-present)
- **CA Clinical Forensic Medical Training Center:** Pediatric SAFE Training.....(2024)
- **The Ohio State University, College of Nursing:** Keep Yourself Strong and Secure (KySS) Online Child and Adolescent Mental Health Fellowship Program.....(2024)

**Certificates:**

- Advanced Burn Life Support (ABLS).....(exp 06/2028)
- Trauma Nursing Core Course & Emergency Nursing Pediatric Course. (exp 01/2028 & 01/2026)
- Basic Life Support (BLS) Provider & BLS Instructor.....(exp 09/2025 & 03/2026)

**Crisis Care Training:**

- Crisis Intervention Training (CIT): Douglas County Sheriff's Office.....(2023)
- Psychological First Aid & Mental Health First Aid (Adult & Fire/EMS) .....(2022, 2023)
- Operational Stress First Aid & Crisis Care During Traumatic Grief.....(2023)
- Assisting Individuals in Crisis & Group Crisis Intervention.....(2023)

## SCHOLASTIC AWARDS & ACHIEVEMENTS

- **Jackson Orthopedic Foundation:** Dolores Beanland Nursing Scholarship.....(Awarded 2024)
- **UNR** DNP Project: Barton Memorial Hospital, South Lake Tahoe, CA.....(2021-2022)
  - Designed and led IRB approved research project that resulted in statistically significant measures of improvement in clinical efficiency, triage, and inter-provider communication.
  - Partnered with Palliative Care and IT departments to improve the efficiency of ordering and triaging palliative care referrals by implementing the Responding to Urgency of Need in Palliative Care (RUN-PC) tool. Provided education to ED, inpatient, and outpatient providers as well as hospital administrative leadership.
- **UNR** DNP Residency: VA Sierra Nevada Health Care System, Reno, NV (190 hours).....(2022)
  - Led quality improvement projects focused on improving palliative care referral processes from the Emergency Department and the recognition of code status in the EHR.
  - Led action plan creation based on Family Bereavement Survey results. Implemented the Go Wish Card Game into the hospice admission process within the VA Community Living Center to guide goals of care discussions for patients.
  - Collaborated with physicians, nurses, social workers, chaplains, and department leaders under the supervision of the Geriatrics and Extended Care director.
- **UP** Thomas A. Gerhardt '55 Memorial Award for Student Leadership: UP's most prestigious award to a graduating senior exemplifying leadership and service to God and neighbor.....(2017)
- **UP** Dundon-Berchtold Institute: Student Scholar.....(2016-2017)
- **UP** Theology Research Assistant: *David F. Turnbloom, PhD:*
  - "The Risk of Merciful Encounters" research project funded by the Dundon-Berchtold Institute for Moral Formation and Applied Ethics.....(2016-2017)
- **UP** Theology/ Nursing Research Assistant: *Barbara Braband, PhD & Rebecca Gaudino, PhD:*
  - Researched/ implemented the use of the Go Wish Card Game via simulation and class discussion amongst nursing students in THE 348 Suffering & Death.....(2016-2017)
- **UP** Campus Lions Club: Co-founder/ Member/ President.....(2015-2017)
  - Assisted a UP Red Cross Blood Drive, organized two food drives for Oregon Food Bank, and a UP clothing drive benefitting Legacy Good Samaritan Hospital's Clothing Closet.

## PROFESSIONAL MEMBERSHIPS

- Association of Traumatic Stress Specialists: Member.....(2024-present)
- American College of Lifestyle Medicine: Member .....(2024-present)
- Sigma Theta Tau International Honor Society of Nursing: Member.....(2016-2017, 2021-2024)

## QUALITY IMPROVEMENT PROJECTS: CARSON VALLEY HEALTH

- DAISY Award Committee: Member. Select and recognize outstanding nurses (2022-2024).
- Wound Care Staff Scheduling System: Created and managed the clinic's staff scheduling system via Google Sheets and Outlook One Drive (2023-2024).
- Bear Tag Program: Provided recommendations to CVMC's safety and Epic leadership team to improve the recognition of aggressive patients within the electronic medical record (2022).
- Clinical Updates: Created a clinical practice update board within the med-surg unit and for the hospital's annual employee training week. Created quarterly flyers that teach evidence-based practices and reminders to Med-Surg nurses. Updated med-surg patient acuity scale (2018-2019).
- Discharge Medication Form: Created a form for med-surg supervisors to improve HCAHPS scores by teaching patients about their new medications in a simple, single page format (2018).
- Foundation: Played piano in hospital lobby for patients/ staff. Assisted foundation/ administration with researching and finding a new piano donor (2018).

## QUALITY IMPROVEMENT PROJECTS/ ACTIVITIES: SUTTER HEALTH

- ED Mentorship Program: Created and led the ED mentorship program that pairs new nurses/ ED techs with seasoned employees to aid their transition to ED practice (2019-2020).
- ED Champions Employee Recognition: Created and led the ED's monthly employee recognition program/ ER Champions Committee (2019-2020).
- ED Employee Activity Planning Committee: Committee member, assisted with planning department holiday events, ER Nurse's Week celebration, etc. (2019-2020).
- Experience of Workplace (EOW) Quality Improvement Project: Created survey for ED staff to voice unit needs such as requests for additional supplies, staffing concerns, and ways to improve unit culture. Analyzed data to formulate dept. goals in collaboration with ED leadership (2019).

## COMMUNITY ENGAGEMENT/ VOLUNTEER EXPERIENCE

- Crisis Intervention Stress Management, Tahoe Sierra Region: Member/Chaplain...(2023-present)
  - Support first responders during post-critical incident debriefings, active shooter drills, etc.
- Great Basin Chaplain Corps: Chaplain.....(2024-present)
- NV POST Academy: Guest Lecturer- Lifestyle Wellness & Nutrition for LEOs...(ant. start 2025)
- St. Anthony Greek Orthodox Church: Parish Health-Safety-Security Ministry..... (2024-present)
- Mental Health First Aid for Fire & EMS .....(Fall 2022-Spring 2023)
  - Led the organization of a free training event for firefighter and EMS agencies in partnership with El Dorado County Behavioral Health and Lake Tahoe Community College.
- Lake Tahoe Community College: Jesus Christ Superstar Musical cast member.....(Fall 2018)
- American Red Cross: Client/ Health Services Department: Volunteer.....(2014-2017)
- St. Nicholas Orthodox Church: Pastoral Health Committee, Parish student-nurse.....(2016-2017)
- Lions Club International: Member.....(2015-2016)
- Mills-Peninsula Hospital: Volunteer, Emergency Department (2011) & Foundation...(2011-2015)
- National Charity League (NCL): Member.....(2010-2012)
- State Government Internship: *California state Sen. Leland Y. Yee, PhD*.....(2009-2012)

## CITY OF SOUTH LAKE TAHOE

## VOLUNTEER COMMISSION/BOARD MEMBER APPLICATION

Please Legibly Print or Type

NAME: FIRST Kelly MIDDLE INITIAL K LAST Escobedo COMMITTEE AND/OR CATEGORY APPLYING FOR:

RESIDENCE: STREET ADDRESS [redacted] CITY SLT STATE CA ZIP CODE 96150

MAILING ADDRESS: P.O. BOX CITY STATE ZIP CODE

RESIDENCY: (Please select one)
CITY RESIDENT EL DORADO COUNTY RESIDENT X DOUGLAS COUNTY RESIDENT STATE OF NEVA

PHONE NUMBER(S): RESIDENCE [redacted] BUSINESS [redacted] EMAIL ADDRESS: [redacted]

EMPLOYER: Self- Business Owner

EDUCATION/EXPERIENCE: BA Behavioral Social Science/Political Science. Paralegal certification. Currently in Law S

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS: Past Lieute
Kiwanis (2 years), Kiwanis Board (12 years). AYSO regional commissioner/Coach Administrator (9 years), CASA (3 ye
President (8 years), school site council (2 years), Jr. Giants commissioner (2 years), Chamber and Moose member.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THIS COMMITTEE AND WHAT DO YOU HOPE TO ACCOMPI
APPOINTED?

As a mom, a born and raised local, and a business owner, my primary goal in serving on the police advisc
commission is to help foster a safe, equitable, and thriving community for everyone!
I value fairness, transparency, and accountability, and building that through
networking and connections. My background and experience lend a unique perspective.

RECEIVED

JAN 0 6 2025

City of South Lake Tahoe
Office of the City Clerk

Have you taken the opportunity to attend any previous commission meeting prior to the notice of this vacancy

YES NO X

Please list any potential conflict of interests that you may foresee if appointed to the Commission that you've

If appointed to the Airport Land Use Commission, Planning Commission Building Board of Appeals, Parks & Recreatic Arts, Culture and Tourism Commission or Independent Citizens' Oversight Commitee, you will be required by the Sta Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to c requirement?

XYES NO

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false stateme of material facts will subject me to disqualification or dismissal.

DATE: 01/06/2025 SIGNATURE: [redacted]

WHEN COMPLETED RETURN FORM
TO: Office of the City Clerk
Attn: Michelle Davis - City Clerk 1901
Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150
PH: (530) 542-6004
medavis@cityofslt.us

| | |
|---|---|
| **From:** | Mark Costigan |
| **To:** | PublicComment |
| **Subject:** | Agenda #9 Written Public Comment: Park and Rec Commission Application |
| **Date:** | Thursday, January 9, 2025 8:18:23 PM |

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Members of the SLT City Council,

Happy New Year! I hope you all had an enjoyable holiday season with your friends and loved ones.

I'm writing to you today as an extension of my application to join the Parks and Recreation Commission. I would have liked to attend the meeting in person to express my interest in the position, but I unfortunately have a non-negotiable conflict with Day 1 of an LTCC class that starts today (AIARE 2).

Here's a quick summary of my background for your consideration- both professionally and personally as it relates to my interest in the commission.

**Personal Interest and Current Community Involvement**

- Moved to South Lake Tahoe in July 2021 with my wife, right before the Caldor Fire.
- Current Year 1 SOS Volunteer (Participated in trash pickup on January 5 with SOS youth at Van Sickle. Our first ride day is this Sunday 1/12 at Heavenly, which will have occurred by the time of the meeting)
- TAMBA Trail Crew Volunteer
- Member of the Alpine County SAR Team
- Like many members of the community, I enjoy backcountry skiing, mountain biking, and recreating on our trails on foot with my wife, dog, and friends. I've also been a lifelong open water swimmer- with Tahoe (and our surrounding alpine lakes in the Sierra) remaining my favorite swim venue in the world. This has naturally led to frequent use of the current recreation center in the winters and shoulder season when it's too cold to swim outside. It's also led to a close interest in the planning and construction of the new facility- very excited for all the progress that has been made getting it to this point!
- The current members of the Parks and Rec commission have done an amazing job bringing the new facility project to its current state over the last decade, in addition to all of the other programs and resources they have brought online for our town. I'd love to bring my experience as a former executive to the parks and rec commission, and help participate and advise on the future operating plans for the upcoming rec center, proposed bike paths, community events, and everything else in store for SLT parks.
- I attended the November Parks and Rec meeting in person to meet the current members, and have attended a city council meeting remotely on Zoom as well.

**Professional Background**

- 12 years in corporate leadership and contributor positions, including VP and C-level roles.
- Experience managing budgets in the eight figure range, and building lines of business

as large as 200 MM in annual revenue (starting from nearly nothing).
- Have managed small teams directly, as well as organizations as big as 180 people (managing leaders, structuring the design and cadence of the org).
- Intentionally stepped away from the corporate world in June 2024 to focus on real estate investment, community/civic involvement, and personal athletic goals.
- Current advisor to private software companies
- Current real estate investor

Thank you very much for your consideration.

Best,

Mark Costigan

January 10, 2025

Dear Council,

Thank you for your consideration for my renewal application to the Police Advisory Commission (PAC). I am a current incumbent member and Chair for PAC. I would love the opportunity to continue as a commissioner.

For the City Council members who may not know my background – My name is Erika Gonzalez. I was born and raised in South Lake Tahoe, CA. I am an attorney who works with human trafficking survivors. I have actively worked with law enforcement through out my career on the local, state, and federal level. In my current position, I train primarily legal professionals on how to work with survivors of human trafficking with a trauma-informed and race equity lens. I am also a member of the Multicultural Alliance.

At the beginning of this commission, we faced a difficult role—not only in navigating the constraints of the Brown Act but also in addressing the challenges of having only four meetings a year, provided there was a quorum. Despite these limitations, this year we made significant progress in understanding and working within the Brown Act process which allowed us to provide SLTPD more topics to engage in. We were able to have substantive discussions about STACS and police training. As a result, I was able, as the Chair, to present to the Council on the latest developments and updates from the PAC.

I strongly believe that the PAC should continue to exist as an essential body that offers recommendations to the City Council as needed. With the experience and knowledge gained over the past two years, I am confident that this commission is well-positioned to provide meaningful contributions to the ongoing dialogue about the role of policing in our community.

Thank you for consideration of my application for the Police Advisory Commission.

Sincerely,

Erika Gonzalez

| | |
|---|---|
| **From:** | Rachel Carlson |
| **To:** | PublicComment |
| **Subject:** | Regarding Agenda Item 9 |
| **Date:** | Monday, January 13, 2025 10:36:45 AM |
| **Attachments:** | Carlson Public Comment on ACT Commission Appointments.pdf |

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

See below and/or attached.

Good morning city council members and city staff. My name is Rachel Carlson and I have submitted an application to continue my service as an ACT Commissioner. I was appointed to the ACT Commission in the fall of 2023 and over the last year and a half, the commission has made great progress in establishing a work plan and making a recommendation for the allocated ARPA funds.

I am passionate about executing on the newly established foundation that we have created in our work plan and feel confident that we can help guide our community into more arts and culture projects. One of the stumbling blocks that I experienced as a new commissioner was the lack of clarity and transfer of knowledge. I am currently working on a subcommittee to present a formalized onboarding packet which will address these issues.

I would also like to acknowledge that I am so pleased by the number of applicants to this commission. Throughout my time on the commission, we have typically had one vacant seat. The awareness and interest in our work is very exciting.

Lastly, I would like to recommend that Dave Hamilton be appointed to continue his role on the commission. As chair, he runs an efficient meeting and ensures that all voices are heard. I have appreciated his thoughtfulness and unique insights on the arts in our community.

The work that I have helped put forward during my time as a commissioner has helped set up the commission for success and I would love to be a part of it. Thank you for your consideration.

--
Thanks,
Rachel

Black Bear Lodge
www.tahoeblackbear.com
[redacted]

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**10

**Agenda Item:** Selection of an Alternate to Serve on the El Dorado County Local Agency Formation Commission (LAFCO)

**Executive Summary:** On December 10, 2024, City Council made appointments to various Boards and Commissions. It has been identified that Council needs to formally appoint an alternate to serve on this commission if the representative (Mayor Wallace) is absent. This appointment is for a two-year term expiring in 2027.

**Requested Action / Suggested Motions:** Pass a Motion selecting one Councilmember to serve as an alternate on LAFCO.

**Responsible Staff Member:** Susan Blankenship, City Clerk

**Reviewed and Approved By:** Heather Stroud, City Attorney

**Attachments:**

2025 City Council Assignments.pdf

# 2025 City Council Assignments

Set forth by statute:

| Board | Contact/ Phone | Mtg. Schedule/ Place | Requirement | 2025 Assignment |
|---|---|---|---|---|
| California Tahoe Conservancy | Mike Steeves (530) 543-6023<br>michael.steeves@tahoe.ca.gov | 4-6 Meetings per year; third Thursday every other month; Alternate South Shore and North Shore | Voting Board Member<br><br>G.C. Sec. 66906.1 | Wallace<br>Alt: Robbins<br><br>Staff Support:<br>HR<br>ZT |
| City Selection Committee | EDC Board of Supervisors<br>Kim Dawson<br>(530) 621-5393<br>edc.cob@edcgov.us | As needed<br>Placerville/TBA | Mayor<br><br>G.C. 50270 | Wallace<br><br>Staff Support:<br>JI |
| El Dorado Local Agency Formation Commission (LAFCO) | Shiva Frentzen<br>(530) 295-2707<br>sfrentzen@edlafco.us<br><br>Erica Sanchez<br>Assistant Exec Officer<br>esanchez@edlafco.us<br>(530) 295-2707 | Fourth Wednesday every month; 5:30 p.m. Placerville Apr-Oct CC Rep participate via conference call from Council Chambers for months of Nov – Mar | Appointment by City Selection Committee<br>Appointee (Mayor)<br>G.C. 56325-56337<br>2-year term | Wallace<br><br>Staff Support:<br>JI<br>HS |
| El Dorado Countywide Oversight Board | Susan Blankenship, City Clerk<br>sblankenship@cityofslt.us<br>(530) 542-6005 | As needed, general once a year in January or February | Appointed by the City Selection Committee<br>G.C. 50270<br>HSC 34179(j) | Wallace<br><br>Staff Support:<br>OT |
| Tahoe Regional Planning Agency Governing Board<br>----------<br><br>Advisory Planning Comm | Marja Ambler<br>(775) 588-4547 x 287<br>mambler@trpa.gov | GB Meetings meet fourth Wednesday every month; all day Alternate South Shore and North Shore | Voting Board Member<br><br>G.C. 66800-66801<br><br>Term expires 12/2026 | Bass<br>Alt:<br>Jinkens<br>Staff Support:<br>HR<br>ZT<br><br>Robert<br>Erlich |
| Tahoe Transportation District | Judi Allen<br>(775) 589-5502<br>jallen@tahoetransportation.org | First Wednesday of every month; Alternate South Shore and North Shore | Voting Board Member +Alternate<br><br>G.C. 66800-66801 | Robbins<br>Alt: Bass<br>Staff Support:<br>HR<br>JI |
| South Tahoe Transit Joint Powers Authority | Hilary Roverud, Assistant City Manager 530-542-6024<br>hroverud@cityofslt.us | Meets Monthly as needed City Council Chambers, South Lake Tahoe | 2 Voting Members + Alt from City Council<br>I Voting Member District V BOS<br>C-262-2024 | Bass<br>Roberts<br>Alt: Robbins<br>Staff Support:<br>JI, HR |

## 2025 City Council Assignments

Set Forth by Agreement/Joint Powers Agreement/Resolution/Bylaws and/or Past Practice:

| Board | Contact/ Phone | Mtg. Schedule/ Place | Requirement | 2025 Assignment |
|---|---|---|---|---|
| JPA - Abandoned Vehicle Abatement- | (530) 542-6135<br>(PD-Code Enforcement)<br><br>Myriam Cocoletzi<br>530-542-6136<br>mcocoletzi@Cityofslt.us | Required to Hold an Annual Meeting<br><br>Time/Place TBA | Voting Board Member Must be Elected Councilmember Agmt C-68-91 | Jinkens<br><br>Staff Support:<br>DS |
| JPA - Cal Tahoe (California Tahoe Emergency Services Operations Authority) | Ryan Wagoner, Executive Director<br>ryancaljpa@gmail.com<br>Kayla Galvan, Office Administrator<br>kgalinskictjpa@gmail.com<br>www.ctesoa.org | Quarterly; Time/Place TBA | 2 Council Appointees Agmt C-18-10 (1/26/10) | Wallace<br>Roberts<br>Alt:Bass<br><br>Staff Support:<br>JD |
| Clean Tahoe Program | Katie Sheehan<br>530 544-4210<br>katie@clean-tahoe.org | Third Thursday of the Month in the City Council Chambers; | Two Voting Board Members (Councilmember and Designee)<br>Clean Tahoe Bylaws | Wallace<br>Roberts<br>Staff Support:<br>AN<br>HR |
| El Dorado County Commission on Aging | Yasmin Hichborn<br>(530) 642-4833<br>Yasmin.hichborn@edcgov.us | Third Thursday Every Month; Rotates Location Within EDC/TBA; | Council Appointee | John Messina<br><br>Staff Support:<br>JS and JI |
| League of CA Cities-Sac Valley Division | Charles Anderson<br>(916) 798-2231<br>canderson@cacities.org | Quarterly Division Meetings; Annual Meetings Time/Place TBA | Council Appointee<br><br>(Past Practice = Mayor) | Jinkens<br>Staff Support:<br>JI<br>SB |
| PADMA<br>Park Avenue Development Project Plaza Maintenance Association | Lew Feldman<br>(775) 580-7431<br>lew@fmttahoe.com | Every other Month<br>Marriott Grand Residence | 2 Council Appointees Agmt R-11-00<br>PADMA Bylaws | Wallace<br>Bass<br>Alt: CM or CA<br>Staff Support:<br>JI<br>HS |
| South Lake Tahoe Recreation Facilities JPA | Bruce Eisner<br>(530) 545-9905<br>beisner.sltjpa@sbcglobal.net | Shall Hold at Least One Annual Meeting Each Year; Time/Place TBA | Board Member Agmt C-17-00 | Robbins<br><br>Staff Support:<br>JS and JI |
| Community Play Consortium JPA | Jeff DeFranco<br>defranco@ltcc.edu<br><br>(530) 541-4660 X 210 | 3 times per year | Council Appointee<br>JPA Agreement C-94-2015 | City Manager Irvin<br><br>Staff Support:<br>OT |
| JPA -South Lake Tahoe Basin Waste Management Authority- | Jeffrey Warren<br>(530) 621-7628<br>jeffrey.warren@edcgov.us | Shall Hold at Least One Annual Meeting Each Year; Time/Place TBA | Voting Board Member-Must be a Councilmember & Alternate<br>Agmt C-25-97 | Roberts<br>Alt: Bass<br><br>Staff Support:<br>AN & SL |

| | | | | |
|---|---|---|---|---|
| Tahoe Prosperity Center | Heidi Hill Drum,<br>(775) 298-0265 (office)<br>heidi@tahoeprosperity.org | January, April, July, December | Council Liaison | Wallace<br><br>Staff Support:<br>JI<br>HR |
| | | | | |
| Lake Tahoe Visitor's Authority Board<br><br>Visit Lake Tahoe | Carol Chaplin carol@ltva.org<br>(775) 588-5900 x302<br>Sue Barton (775) 589-2934<br>sue@visitlaketahoe.com<br>Morgan Kern (775) 589-2052<br>morgan@visitlaketahoe.com | Second Thursday of each month, 3 p.m.<br>75 US-50, Stateline, NV 89449 | Voting Member<br><br>New LTVA Bylaws Requested from Ms. Chaplin 12 22 20 | Bass<br><br>Staff Support:<br>JI<br>HR |

| | | | | |
|---|---|---|---|---|
| El Dorado Community Action Council (CAC) | Rebecca Johnson<br>(530) 621-6255<br>Rebecca.Johnson@edcgov.us | 4th Wednesday of each month at 10:00 a.m. | Council Appointee | Alberto Manfredi<br><br>Staff Support<br>JI |

## 2025 City Council Assignments

Non-Voting:

| Board | Contact/ Phone | Mtg. Schedule/ Place | Requirement | 2025 Assignments |
|---|---|---|---|---|
| Tahoe Chamber of Commerce tahoechamber.org | Cristi Creegan, CEO<br>775-588-1728<br>CEO@tahoechamber.org | Third Thursday of each Month;<br>8 a.m./Place TBA | Council Liaison – Non-Voting<br>*(Past Practice)* | Roberts<br>Staff Support:<br>JI<br>HR |
| South Lake Tahoe Lodging Association | Rich Bodine<br>(530) 543-6515<br>rbodine@hotelazuretahoe.com | Second Thursday of each Month Time/Place TBA | Council Liaison – Non-Voting (Past Practice) | Roberts<br>Staff Support:<br>JI<br>HR |
| South Tahoe Chamber of Commerce | Amanda Adams, President<br>(530) 721-0243<br>amanda@tahoeadams.com | Fourth Tuesday of each month | Council Liaison – Non-Voting<br>*(Past Practice)* | VACANT<br>Staff Support:<br>JI<br>HR |
| El Dorado County Transportation Commission | Woodrow Deloria<br>(530) 642-5265<br>wdeloria@edct.org<br>dkeffer@edct.org | First Thursday of most months 2:00 PM in the EDC Supervisors'<br>Chambers 330 Fair Lane, Placerville | Council Liaison<br>Non Voting | Bass<br>Alt. Robbins<br><br>Staff Support:<br>HR and JI |

## 2025 City Council Appointments to Subcommittees

| Name of Committee | City Council Appointees (2) |
|---|---|
| Finance Subcommittee | Wallace<br>Robbins<br>Staff Support: OT & JI |

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**11

**Agenda Item:** Letter of Opposition to El Dorado County Regarding Implementation of Assembly Bill 626 (Microenterprise Home Kitchen Operation)

**Executive Summary:** City Council will discuss Microenterprise Home Kitchen Operations as authorized by AB 626 and may choose to submit a letter to the El Dorado County Board of Supervisors regarding the matter.

**Requested Action / Suggested Motions:** Pass a Motion authorizing the City Manager to submit a letter on behalf of City Council to the El Dorado County Board of Supervisors opposing adoption of an ordinance or resolution to authorize Microenterprise Home Kitchen Operations in El Dorado County including the City of South Lake Tahoe.

**Responsible Staff Member:** Anna Kashuba, Senior Planner

**Reviewed and Approved By:** Zachary Thomas, Director of Development Services Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

02_Memo_MEHKO _ 1-2-2025.pdf
01_MEHKO_StaffReport.docx
03_MEHKO Letter of Opposition.docx

# City of South Lake Tahoe
# Report to City Council

**Meeting Date:** January 14, 2025

**Title:** Microenterprise Home Kitchen Operation (MEHKO) Potential Letter of Opposition

**Location:** Citywide

**Responsible Staff Member:** Anna Kashuba, Senior Planner

**Background:** The El Dorado County Board of Supervisors will be taking action on whether to allow Microenterprise Home Kitchen Operations (MEHKOs) within the jurisdiction. Because the City of South Lake Tahoe does not have an environmental health department, this decision will be applicable in the City.

The Board of Supervisors opposed the legislation in 2018 and is revisiting the item due to the recent legislative updates. In February the Board of Supervisors will direct staff whether to pursue an ordinance or resolution "opting in." Should City Council wish, a letter may be submitted to the Board of Supervisors supporting action on the matter. The following is intended to provide a general summary of MEHKOs, background, and implications to inform City Council.

**Issue and Discussion:** A memorandum as included in attachment 02 has been provided with background information regarding MEHKOs. Below is additional information.

Research

As of November 2024, 16 of the 62 local environmental health jurisdictions in California had "opted in" to AB 626, allowing MEHKOs.

To better understand potential impacts, staff contacted seven (7) jurisdictions with MEHKO programs to learn about the benefits, difficulties, and overall experiences of implementing the program. Three responses were received and are summarized below.

Lake County

Lake County adopted a MEHKO ordinance in 2020. Interest was initially high; however, only three (3) of the 25 permittees have maintained active permits. Among other factors, Lake County found that participation in the program was curtailed by legislative requirements, primarily the requirement that food be prepared the same day it is served. This precluded foods that require marinating such as barbecue, foods often prepared in bulk such as tamales, and foods oftentimes sold frozen such as lasagna. The majority of operations have been pick-up or delivery rather than onsite dining. One complaint has been received regarding a foodborne illness.

Contra Costa County

Contra Costa County started accepting applications in July 2024 and 20 permits have been issued since. No complaints have been received by Environmental Health, nor have any complaints been forwarded to Environmental Health by local cities.

Monterey County

Monterey County began issuing MEHKO permits in September of 2023. Interest has steadily increased. There are currently 18 active permits, though many more are operating

without permits. No complaints have been received regarding either. All current permits are for pick-up or delivery only. Should a MEHKO offer onsite dining, Monterey County's ordinance has restricted onsite dining to inside the home or in the back yard.

Below are results of a survey of citizen complaints conducted by Ventura County, provided to City staff by El Dorado County. It should be noted that some jurisdictions reported all complaints received regarding MEHKOs, while others only reported complaints directed to their health department.

| JURISDICTION | START DATE | # OF CURRENTLY PERMITTED MEHKO'S | COMPLAINTS | TYPES OF COMPLAINTS |
|---|---|---|---|---|
| Alameda County | January 2019 | 56 | None | N/A |
| City of Berkeley | July 2021 | 1 | None | N/A |
| Imperial County | May 2019 | 32 | Several | MEHKOs operating beyond limitations of permit (catering, setting up on sidewalks) |
| Lake County | January 2022 | 8 | Few | Unpermitted home-based restaurants without a MEHKO permit |
| Riverside County | June 2019 | 94 | Few | Improper advertising, catering and one foodborne illness |
| Santa Barbara County | June 2021 | 19 | Few | Unpermitted home-based restaurants without a MEHKO permit |
| Santa Clara County | April 2023 | 22 | None | N/A |
| San Diego County | March 2022 | 62 | 4 | Signage in front of home, operating outside of home |
| San Mateo County | December 2021 | 30 | 4 | Unpermitted home-based restaurants without a MEHKO permit |
| Sierra County | October 2021 | 0 | None | N/A |
| Solano County | February 2021 | 11 | 2 | Cooking outside, signage in front of home |

**Environmental Analysis:** City Council issuing a letter to the El Dorado County Board of Supervisors regarding MEHKOs has no possibility of causing a direct physical change or a reasonably foreseeable indirect physical change to the environment; therefore, this activity is not a project as defined in CEQA Guidelines Section 15778 and is not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

**Public Notice:** A public notice is not required for such action as included in this item. Item materials were publicized on January 9, 2025.

**Financial Implications:** The City of South Lake Tahoe would collect no fees from MEHKO permits. Permit review, issuance, and renewal would be conducted through the El Dorado County Environmental Management Department. Authorization of MEHKOs may generate revenue for the City in the form of business license fees, sales tax, and citation fees. There is a potential for staff costs associated with enforcement.

**Policy Implications:** Efforts to decriminalize home kitchen operations, promote entrepreneurship, improve access to healthy meals, and reduce barriers to business ownership are well intentioned. However, a letter of opposition is provided (attachment 03), as the current language does not allow tailoring of the program for the needs of local jurisdictions or business owners. There are reasonably foreseeable consequences and concerns associated with implementation of MEHKO program as discussed in the letter.

The City of South Lake Tahoe and El Dorado County currently allow multiple options for individuals to serve food without operating a brick-and-mortar establishment. Cottage Food Operation permits allow individuals to prepare non-potentially hazardous foods in home kitchens. These items can be ordered by customers online, sold at farmers markets, or sold for resale at

grocery stores or the like. Mobile Food Facilities in which food or drinks may be prepared and sold from a truck or trailer, are allowed on private property subject to a mobile vending location permit. The sale of prepackaged foods, whole uncut produce, or food with limited food preparation is allowed in the City rights-of-way (pursuant to South Lake Tahoe City Code Chapter 4.36) from a pushcart or wagon. City and El Dorado County staff are in the process of clarifying and streamlining processes for compact food operations (pushcart or wagon).

Based on discussions with numerous individuals, a primary barrier to growth of small food operations is the limited availability of commercial space for preparation, as certain foods are required to be prepared in commercial kitchens. Producers of foods that can be made in a residential kitchen can experience a growth ceiling due to the limited production capability of the space and limitations imposed by state law. Additionally, to conduct sales across state lines, food must be prepared in a commercial kitchen. Options are being explored in the Mid-Town Area Plan process to propose a new use category that is meant to relax zoning for small scale commercial kitchens in commercial zones. Current zoning restricts commercial food operations to industrial areas, where many buildings are large and financially infeasible for a small business.

A MEHKO program would primarily be implemented by El Dorado County. The City would require business licenses, but would not be authorized to require home occupation permits for MEHKOs as done for other business operated from a residence. The law is currently inconsistent with South Lake Tahoe City Code Sections 6.55.280 and 6.55.290 which prohibit home occupations from having organized activities or allowing customers or clients come to the residence in conjunction with the business. Additionally, home occupations are prohibited from parking vehicles associated with business in the right of way. MEHKOs would be allowed to bypass these criteria. The law may increase impacts related to these areas without giving the City the ability to mitigate these impacts.

This report and adjoining memorandum reflect considerations of the City of South Lake Tahoe alone and does not speak for other possibly interested parties such as South Tahoe Public Utility District or the Tahoe Regional Planning Agency.

**Date:** January 2, 2025

**To:** City Council

**From:** Joe Irvin, City Manager

**Subject:** Microenterprise Home Kitchen Operations (MEHKO)

On November 1, 2024, city staff met with the El Dorado County Environmental Management Department to discuss AB 626 & 377 -Microenterprise Home Kitchen Operations (MEHKO) and the associated implications for local jurisdictions. While not yet agendized, The El Dorado County Board of Supervisors will likely be considering the components of this legislation soon. The follow memo is intended to provide an overview of the legislation as well as an analysis of potential impacts to the city.

## Background and Intention

The concept of a MEHKO was introduced to state law in 2018 and has been expanded in recent years. The legislation allows individuals to use a rented or owned single family dwellings, condominiums, or apartment units to store, prepare, and serve food to customers. Customers may pick up meals from the operating location for offsite consumption, dine in at the private residence, or receive delivery from the MEHKO operator. Additionally, MEHKO may serve as a commissary, stocking up to two (2) Compact Mobile Food Operations (food carts). In short, a MEHKO is a restaurant, that is open to the public, inside of a private single-family or multi-family residence

A MEHKO business may also be eligible to receive an alcohol license form the California Department of Alcoholic Beverage Control (ABC). The ABC permit would identify the type of alcohol sales allowed, as well as consumption requirements (onsite vs. offsite).

The El Dorado County Board of Supervisors opposed the passage of AB 626 in 2018 and is likely to consider legislation updates soon. The Board of Supervisors may choose to "op in" or "opt out".

The legislation is intended to decriminalize and limit local regulation of home kitchen operations, promote entrepreneurship, and improve access to healthy meals. However, there are implications to local jurisdiction that should be considered.

## Implementation

A MEHKO may only be operated within a county that has adopted an ordinance or resolution consistent with state legislation. Should El Dorado County "opt in," MEHKO will be allowed in the City of South Lake Tahoe. In this event, the city will not have the ability to regulate MEHKOs as they will be permitted by right.

**Zoning Impacts and Concerns**

A residential unit with a MEHKO permit shall be treated as a residential use for zoning purposes and no change in occupancy may occur as a result of receiving a permit. Any restrictions or guidelines local jurisdictions have for home occupations, such as the City's Home Occupation Ordinance (SLTCC 6.55.280), would not apply.

**Operating and Enforcement Concerns**

Any private residence, including apartment units, may be eligible for a MEHKO permit. Operators must pass an accredited Food Protection Manager Certification exam within 60 days of receiving the permit and are subject to annual announced inspections.

Limitations on operation includes a 30 meal per day cap and a 90 meal per week cap. Annual gross sales may not exceed $100,000. Family and household members may be employed by the MEHKO, as well as one employee not living in the residence. All food must be served the same day on which it was prepared or cooked.

There are several health and safety requirements that apply to commercial restaurants from which MEHKOs are exempt. The following exemptions have implications related to the city's ability to enforce development and building code standards related to health, life, safety, including fire safety.

- A dedicated handwashing sink is not required in the kitchen area
- Separate dishwashing/preparation sinks are not required
- Ventilation and hoods are not required to meet restaurant fire and safety standards
- Animals are not excluded in cooking areas (unless in operation)
- ADA requirements are not applicable

MEHKO are prohibited from posting signage or advertising and must comply with local noise ordinances.

The city would be solely responsible for enforcing signage; requiring business licenses; addressing noise complaints; addressing traffic or parking concerns that violate City code; and responding to public nuisance complaints. However, there would be little ability for the city to address violations as the legislation would prohibit the city from enforcing standards within the City's Home Occupation Ordinance.

The El Dorado County Environmental Management Department would be solely responsible for violations relating to operating without a permit or exceeding the number of meals allowed. Local jurisdictions would share a responsibility for addressing excessive trash; unlawful washing of food carts on sidewalks; and outdoor food sales.

CITY OF
SOUTH LAKE TAHOE

Board of Supervisors
El Dorado County
330 Fair Lane, Building A
Placerville, CA 95667

Re: Le? er of Opposi? on - Microenterprise Home Kitchen Opera? ons (MEHKO).

Dear Board of Supervisors,

On behalf of the City Council of South Lake Tahoe, I would like to express opposi? on to the adop? on of an ordinance or resolu? on allowing microenterprise home kitchen opera? ons (MEHKO) consistent with Assembly Bills 626 & 377 and subsequent legisla? on in El Dorado County, and by consequence the City of South Lake Tahoe.

The City recognizes and supports the inten? on of this legisla? on to decriminalize home kitchen opera? ons, promote entrepreneurship, improve access to healthy meals, and reduce barriers to business ownership; however, the current language does not allow tailoring of the program for the needs of local jurisdic? ons. We feel that implementa? on of MEHKO would exacerbate concerns that already exist in our community, including but not limited to:

1. Building and Safety: The legisla? on does not hold MEHKOs to the same safety standards as commercial kitchens. These facilitates may lack ven? la? on, fire alarm and suppression systems, and high fire rated walls. This will increase risks to both the public and first responders.

2. Sanita? on: Inspec? ons by the El Dorado County Environmental Management Department must be announced, allowing operators to prepare for inspec? ons. The space at the ? me of an inspec? ons may not be an accurate representa? on of the operator s sanita? on prac? ces.

3. Parking and Traffic: The City currently allows home occupa? ons but takes careful measures to avoid parking conflicts by ensuring only residents are par? cipa? ng in the use and prohibi? ng customers from visi? ng the home. While legisla? on for MEHKOs does limit the number of employees living offsite, the number of customers poten? ally visi? ng the home would have nega? ve effects on already scare parking, especially in winter months.

4. Enforcement: While unable to place any restric? ons on MEHKOs, the City would be made responsible for a significant por? on of enforcement: enforcing signage; requiring business licenses; addressing noise complaints; addressing traffic or parking viola? ons; responding to public nuisance complaints; addressing excessive trash; monitoring unlawful washing of food carts on sidewalks; and regula? ng possibly increased outdoor food sales.

CITY OF
SOUTH LAKE TAHOE

The City recognizes the importance of promo?ng pathways to business ownership as demonstrated by our ongoing collabora?on with the Environmental Management Department to clarify and streamline processes for sidewalk vending and compact mobile food opera?ons. Addi?onally, there are numerous Co? age Food Opera?ons ac?ve within the City. We are open to exploring further ways to make food opera?ons sustainable income op?ons for individuals and families, including ongoing zoning changes to increase the availability and reduce the cost of small commercial kitchens. At this ?me, we believe the current MEHKO legisla?on is too rigid to be successfully applied in the City of South Lake Tahoe.

We very much appreciate the communica?on from members of the El Dorado County Environmental Management Department and the opportunity to comment on this ma? er.

Respec? ully submi? ed,

Joseph D. Irvin, ICMA-CM
City Manager, South Lake Tahoe, CA

Item 11



# APPROVED COTTAGE FOODS – MARCH 10, 2023

Cottage Food Operations are allowed to produce certain categories of non-potentially hazardous foods. These are foods that do not support the rapid growth of microorganisms or toxins that could make people sick when the food is held outside time and temperature control. The California Department of Public Health (CDPH) is responsible for maintaining the Approved Cottage Foods List and may add or delete food categories. Notice of any change, the reason for the change, and the nature of the change is posted on our Cottage Food Operations webpage. Changes become effective 30 days after the notice has been posted. Questions about the Approved Cottage Foods List may be submitted to FDBRetail@cdph.ca.gov .

1. **BAKED GOODS WITHOUT CREAM, CUSTARD, OR MEAT FILLINGS.**
   **Examples:**
   **Bagels * Baklava * Biscuits * Bread * Brownies * Buns * Cake * Churros * Coconut Macaroons * Cookies * Crackers * Cupcakes * Donuts** (fried or baked) * **Empanadas** (fruit only) * **Flatbreads * Fruit, Nut, or Seed Bars * Macarons** (with approved buttercream) * **Muffins * Pastries * Pies** (fruit only) * **Pizzelles * Quick Breads * Samosas** (fruit only) * **Tamales** (fruit only) * **Tarts * Tortilla * Torts * Waffles** (fried or baked) * **Waffle Cones**

2. **CANDY AND CONFECTIONS.**
   **Examples:**
   **Brittles * Candied Apples * Candied Popcorn** (balls, caramel, chocolate) * **Caramels * Cotton Candy * Chocolate-Covered Non-Perishables** (including: marshmallows, nuts, candy, dried fruit, potato chips, or any combination) * **Edible Dessert Sprinkles** (including: sanding and crystalized sugars, non-pareils, confetti, sequins, dragees, sugar-shapes, sugar-strands (jimmies), comfits, mini-chocolates, and pralines) * **Freeze-Dried Candies * Fudge * Ground Chocolate * Hard Candy * Marshmallow Bars * Marshmallows** (without eggs) * **Popcorn Balls * Salted Caramels * Spiced Sugar * Toffee**

3. **EXTRACTS CONTAINING AT LEAST 70 PROOF OR 35% FOOD-GRADE FOR HUMAN CONSUMPTION ETHANOL/ALCOHOL.**
   Only those listed or combinations of those listed are allowed.
   **Apple * Apricot * Blackberry * Blueberry * Cherry * Chocolate * Cinnamon * Clove * Cranberry * Grapefruit * Kiwi * Lemon * Lime * Orange * Peach * Pear * Pineapple * Pomegranate * Raspberry * Strawberry * Tangerine * Vanilla ***

4. **DRIED, DEHYDRATED, AND FREEZE-DRIED FOODS.**
   **Examples:**
   **Baking Mixes * BeanSoup Mixes * Cereals * Coffee** (roasted or freeze-dried) * **Fruit * Fruit Powders * Fruit Roll-Ups * Grain Mixes * Granola * Ground Chocolate * Herbs and Herb Blends * Hot Chocolate Mix * Pasta * Popcorn * Potato Chips * Seasoning Salt * Spice Mix or Rubs * Tea * Trail Mixes * Vegetables * Vegetable Chips * Vegetable Soup Mixes**

5. **FROSTINGS, ICINGS, FONDANTS, AND GUM PASTES THAT DO NOT CONTAIN EGGS† , CREAM, OR CREAM CHEESE.**
   **Examples:**
   **Buttercream** *made with butter* (traditional, vegan and chocolate) * **Chocolate Frosting with commercially manufactured Balsamic Vinegar * Fondant** (regular and chocolate) * **Flat Icing * Gum Paste** (pasteurized eggs only) * **Edible Images * Sugar Glazes * Vegan Gum Paste**
   **†Frostings and Icings** made with meringue powder, powdered eggs, or pasteurized eggs are allowed.

6. **HONEY AND SORGHUM SYRUPS.**
   Only pure; no additional ingredients are allowed.

7. **FRUIT BUTTERS, JAMS, JELLIES THAT COMPLY WITH PART 150 OF TITLE 21 OF THE CODE OF FEDERAL REGULATIONS (CFR).**
   (Only those fruits listed in the CFR are allowed. Additional fruits or vegetables will not be approved).

8. **NUTS, NUT MIXES, AND NUT BUTTERS.**

9. **POWDERED DRINK MIXES MADE FROM MANUFACTURED INGREDIENTS.**
   Drink mixes cannot be labeled with "protein" because the amount cannot be determined.

10. **VINEGARS AND MUSTARDS.**
    **Examples:**
    **Mustards** (plain without eggs) * **Vinegars * Fruit-Infused Vinegars** (only high-acid fruits such as: apple, blackberry, blueberry, cherry, crabapple, cranberry, grape, gooseberry, grapefruit, huckleberry, kumquat, lemon, lime, loganberry, nectarine, orange, peach, plum, pineapple, pomegranate, quince, raspberry, strawberry, tomatillo, youngberry)

# Differences Between MEHKOs and Cottage Food Operations (Class A and B)

| | MEHKO | Cottage Foods Class A | Cottage Foods Class B |
|---|---|---|---|
| **Maximum Annual Income** | $100,000 | $75,000 | $150,000 |
| **Allowable Products** | Foods prepared, cooked, and served on the same day.<br><br>Alcohol sales allowed with ABC license. | Non-potentially hazardous foods. Excludes meat and products heavy in dairy, cream, or custards. See "Approved Cottage Foods – March 10, 2023" handout. | Non-potentially hazardous foods. Excludes meat and products heavy in dairy, cream, or custards. See "Approved Cottage Foods – March 10, 2023" handout. |
| **Inspection Requirements** | Annual | None | Annual |
| **Distribution/Services Allowed** | In home dining, pick-up, delivery in person. | Delivery in person, mail delivery, third-party delivery, markets (requires additional permit).<br><br>Food may not be sold across state lines. | Delivery in person, mail delivery; third-party delivery; markets (requires additional permit); through grocers, coffee shops, restaurants, etc.<br><br>Some restrictions on selling to grocers, coffee shops, restaurants, etc. within other counties. |
| **Required Training** | Food Protection Manager Certification within 60 days of permit | None | Cottage Food Operator Training within 90 days of registration/ permitting |
| **City Enforcement** | • Business license<br>• Noise<br>• Signage<br>• Parking<br>• Nuisance<br>• Excessive trash<br>• Unlawful food carts<br>• Outdoor food sales | • Business license | • Business license |

| | |
|---|---|
| **From:** | Seth Dallob |
| **To:** | PublicComment |
| **Subject:** | comment for item 11 |
| **Date:** | Thursday, January 9, 2025 10:47:47 PM |
| **Attachments:** | Letter_ Not Enough Chefs in the Kitchen - South Tahoe Now.pdf |

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Councilmembers,

I'm writing in opposition of item 11, which is a proposed letter from the City Council to oppose the implementation of MEHKO's (AB 626) in the City. I have been working with Supervisor Laine and the City for more than two years on this matter and have been its most vocal champion. I'm not sure why/whom is in opposition to MEHKO's, as so far every politician I've spoken with across the ideological spectrum has signaled their support. To my knowledge, the City even sent a letter of general support to the County last year. I spoke on the matter during public comment when the County Supervisors visited South Lake Tahoe last year and also received positive feedback.

The evidence from across the State where this law has already been implemented shows no significant risk to public health; in fact, the incidence of complaints are in line with or below those of full restaurants. This legislation provides an on-ramp for legalization of already existing behavior while implementing a regulatory framework (and tax revenue). It will provide more options for our residents and visitors to try food that would otherwise not be a viable business, and is a way for City residents to become entrepreneurs. It's one of the few almost cost-free economic opportunities the City can provide for its residents.

I have attached my op-ed from June 16, 2024 to this email. I also encourage you to visit https://www.cookalliance.org/, which is an advocacy organization with a thorough resource section on the topic. I highly suggest this https://docs.google.com/presentation/d/18DISS08tLaXqySTh3xfp51bAFJ7iQ6fYK8DYtuAqoDA/edit#slide=id.p presentation, which is a great overview of the topic.

I hope you will come away from this topic with strong support for implementing MEHKO's within the City, and look forward to sending you warm bowls of fesenjan soon!

Sincerely,
Seth Dallob
Tahoe Persian Kitchen

SouthTahoeNOW.com
Your One Stop for Lake Tahoe News & Information

OPINION

# Letter: Not Enough Chefs in the Kitchen

by **Paula Peterson**
Sunday, June 16, 2024 - 9:16am



Want a burger, pizza, pasta, bagel or wings? Tahoe has you covered. However, if you are craving some fesenjan with tahdig (if you know, you know), it's time to fill up or charge up your car, because you're heading to Sacramento. You could also head to my kitchen, where I prepare it along with many other staples of Persian cuisine.

With the law, as it stands today, you could come to my house and dine with no permit required. You could pay me as a "cook for hire" and I could prepare the exact same food in your home kitchen without anything but a business permit. However, it's currently illegal for me to accept payment for the vast majority of foods prepared in my home.

I don’t want to be in the restaurant business full-time, nor do I think there would ever be a big enough market to sustain a Persian restaurant in South Lake Tahoe. However, serving it occasionally as a side hustle or hosting lavish feasts for small groups should not be illegal. The health risks are identical regardless if I’m hosting a private dinner party for friends for free or one for tourists who pay.

In 2018, California passed AB 626 (later amended by AB 1325), a law that allows counties to permit Microenterprise Home Kitchen Operations, or MEHKOs. These are small-scale food businesses run by residents out of home kitchens and are limited to 90 meals per week and $100,000 in revenue per year. Every MEHKO must obtain a permit from the county, allow inspections of their home kitchen, and obtain a Food Protection Manager Certification, amongst other limitations.

However, these benefits are not yet available in El Dorado County, as our Board of Supervisors has not taken action to authorize MEHKOs. Further, the Environmental Services Department continues to drag their feet, citing perceived health concerns of delayed inspections. However, many other counties small and large have already opted in for years, demonstrating that it can be done safely and successfully.

I call upon Supervisor Brooke Laine and her colleagues including Director of Environmental Management Jeffrey Warren to take action. It’s beyond time to pass a resolution to opt in to AB 626 and start permitting MEHKOs in our community. Let’s support culinary entrepreneurship, expand dining options for residents and tourists, and provide another legal avenue for residents to earn a little extra money. In the meantime, reach out to me if you’d like to grab some gheimeh or tacheen-e-morgh at a super hip spot in town; I know a place. The chef is a bit opinionated, but the food is great.

*– Seth Dallob*
*South Lake Tahoe*

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CITY OF
SOUTH LAKE TAHOE

Board of Supervisors
El Dorado County
330 Fair Lane, Building A
Placerville, CA 95667

January 16, 2025

**Re: Letter of Opposition - Microenterprise Home Kitchen Operations (MEHKO)**

Dear Board of Supervisors,

On behalf of the City Council of South Lake Tahoe, I am writing to inform you that the City Council at its January 14, 2025, regular meeting passed a motion, ***"directing staff to issue a letter to the El Dorado County Board of Supervisors with a recommendation that the City opposes full adoption of the MEHKO program but would like to engage in discussion of a one-year pilot program with the City retaining discretion on whether to proceed with the pilot program."***

The city recognizes and supports the intention of this legislation to decriminalize home kitchen operations, promote entrepreneurship, improve access to healthy meals, and reduce barriers to business ownership; however, the current language does not allow tailoring of the program for the needs of local jurisdictions. We feel that implementation of MEHKO as proposed would exacerbate concerns that already exist in our community, including but not limited to:

1. Building and Safety: The legislation does not hold MEHKOs to the same safety standards as commercial kitchens. These facilitates may lack ventilation, fire alarm and suppression systems, and high fire rated walls. This will increase risks to both the public and first responders.

2. Sanitation: Inspections by the El Dorado County Environmental Management Department must be announced, allowing operators to prepare for inspections. The space at the time of an inspections may not be an accurate representation of the operator's sanitation practices.

3. Parking and Traffic: The City currently allows home occupations but takes careful measures to avoid parking conflicts by ensuring only residents are participating in the use and prohibiting customers from visiting the home. While legislation for MEHKOs does limit the number of employees living offsite, the number of customers potentially visiting the home would have negative effects on already scare parking, especially in winter months.

4. Enforcement: While unable to place any restrictions on MEHKOs, the City would be made responsible for a significant portion of enforcement: enforcing signage; requiring business licenses; addressing noise complaints; addressing traffic or parking violations; responding to public nuisance complaints; addressing excessive trash; monitoring unlawful washing of food carts on sidewalks; and regulating possibly increased outdoor food sales.

CITY OF
SOUTH LAKE TAHOE

The city recognizes the importance of promoting pathways to business ownership as demonstrated by our ongoing collaboration with the Environmental Management Department to clarify and streamline processes for sidewalk vending and compact mobile food operations. Additionally, there are numerous Cottage Food Operations active within the city. We are open to exploring further ways to make food operations sustainable income options for individuals and families, including ongoing zoning changes to increase the availability and reduce the cost of small commercial kitchens. At this time, we believe the current MEHKO legislation is too rigid to be successfully applied in the City of South Lake Tahoe.

We very much appreciate the communication from members of the El Dorado County Environmental Management Department and the opportunity to comment on this matter.

Respectfully submitted,

Joseph D. Irvin 1/16/2025

Joseph D. Irvin, ICMA-CM
City Manager, South Lake Tahoe, CA

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**12

**Agenda Item:** Inclusionary Housing Ordinance In-Lieu Fees Annual Report

**Executive Summary:** At its January 24, 2023 meeting, the City Council was presented the Analysis of Local Funding Sources for Housing Initiatives report (Report) that analyzed eight different local discretionary funding sources that could provide revenue to fund the Cityâ€™s housing initiatives. At its August 8, 2023 meeting, the City Council was presented the findings of the additional analysis. Upon receiving staff presentation, holding public comment and after conducting Council discussion, the City Council directed staff to draft an Inclusionary Housing Ordinance, which was adopted unanimously on November 21, 2023. It has been approximately a year since City Council adopted the Inclusionary Housing Ordinance, this report serves as an annual report to City Council.

**Requested Action / Suggested Motions:** Receive and file.

**Responsible Staff Member:** Lydia Zuniga, Associate Management Analyst

**Reviewed and Approved By:** Zach Thomas, Director of Development Services Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

**Attachments:**

01-Staff_Report_Inclusionary_Housing_Ordinance_Update__1___5_.docx
02-ORD 2023-1180 Inclusionary Housing.pdf

# City of South Lake Tahoe
# Report to City Council

**Meeting Date:** January 14, 2025

**Title:** Inclusionary Housing Ordinance In-Lieu Fee Annual Report

**Location:** Citywide

**Responsible Staff Members:** Lydia Zuniga, Associate Management Analyst

**Background:** At its January 24, 2023 meeting, the City Council was presented the *Analysis of Local Funding Sources for Housing Initiatives* report (Report) that analyzed eight different local discretionary funding sources that could provide revenue to fund the City's housing initiatives. The Council requested that additional nexus and feasibility analysis be completed to further inform discussion about a potential inclusionary housing percentage and in-lieu fee.

The supplemental nexus and feasibility analysis were presented to the City Council on May 2nd. After receiving the presentation, holding public comment and engaging in Council discussion, direction was provided for staff to conduct enhanced analysis of inclusionary housing and commercial linkage fee policies.

At its August 8, 2023 meeting, the City Council was presented the findings of the additional analysis. Upon receiving staff presentation, holding public comment and after conducting Council discussion, the City Council directed staff to draft an Inclusionary Housing Ordinance, which was adopted unanimously. The first reading of the Inclusionary Housing Ordinance was held on November 7, 2023. The second reading and adoption of this ordinance was on November 21, 2023.

**Issue and Discussion:** The Mitigation Fee Act, California Government Code sections 66000-66025, imposes procedural requirements on certain fees (exactions) imposed on development projects by local governments. The Inclusionary Housing Ordinance is exempt from some requirements of the Mitigation Fee Act under *California Building Industry Association v. City of San Jose*, 61 Cal. 4th 435 (2015), but the City is electing to provide this annual report for transparency and out of an abundance of caution. Under Gov. Code § 66006(b), cities are required to report collected mitigation fees within 180 days of the close of each fiscal year. Under Section 65906.6, which was added by Assembly Bill 2663, commencing on January 1, 2026, cities are required to report on the amount of inclusionary housing fees collected in the previous year and whether the fees are intended to be used for a project, and the projects that the fees were spent on.

It has been approximately one year since City Council adopted Inclusionary Housing Ordinance No. 2023-1180. The next report will be conducted after the end of Fiscal Year 2024-2025. The fees collected under the Inclusionary Housing Ordinance will only be spent on construction of deed-restricted affordable housing units (low and moderate). The local contribution for most

projects is over $500,000, and as such, staff does not have a project identified for these funds as of today. Once the balance reaches a significant amount, future projects can be identified.

As of the end of Fiscal Year 2023-2024 the balance of the Inclusionary In-Lieu fees collected was $176,275.02. However as of the date of this report the new balance received is $257,182.90. There are seven single-family dwellings in the process of being built that were subject to the ordinance. The table below provides the permit number, square footage of each home and the amount of in-lieu fee paid.

| Receipt Number | Approximate Square Footage | Amount Collected |
|---|---|---|
| BL000041278 | 4,864 SF | $81,575.48 |
| BL000042044 | 2,074 SF | $10,971.46 |
| BL000042070 | 4,030 SF | $67,583.10 |
| BL000042194 | 2,712 SF | $15,838.08 |
| BL000042287 | Addition to an existign home 1,249 SF | $6,607.21 |
| BL000042343 | 2,355 SF | $12,457.95 |
| BL000042352 | 3,706 SF | $62,149.62 |
| | | |
| | | |
| Total Received | | $257,182.90 |

**Financial Implications:** There are no costs associated with this report, except the staff needed to prepare it. This report does not result in any modifications to any Housing Programs or has any additional financial implications.

**Environmental Considerations:** The recommendation in this report is not a project under CEQA, because it does not involve any commitment to a specific project which may result in a potentially significant physical impact on the environment, as contemplated by Title 14, California Code of Regulations, Sections 15378(b)(2) and 15378(b)(4) and is, therefore, not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

**Policy Implications:** There are no policy implications associated with reporting on the City's Inclusionary Housing Ordinance, which was adopted consistent with City Strategic Plan Action Item 1.3.4: *Establish a local discretionary funding source to leverage access to and increase competitiveness for outside funds, and implement Council direction to conduct outreach to analyze vacancy tax and transient occupancy tax funding sources*

The recommended action is also consistent with the following adopted policies and programs:

City General Plan Housing Element

*Policy 1-1. The City shall adopt programs, ordinances, incentives, land use plans and other regulatory mechanisms that provide opportunities for the private sector to address the housing needs of citizens of all economic levels.*

*Policy 2-5. The City shall recognize that it will become difficult to attract employees if they cannot afford to purchase or rent housing in South Lake Tahoe. The City shall encourage and support programs and activities that create a robust local economy that provides residents with good paying employment and the means to purchase and/or rent housing in the City.*

*Program 2-11. The City shall conduct a feasibility study to explore local funding options to support affordable housing projects and programs.*

# Ordinance 2023-1180

**Adopted by the City of South Lake Tahoe City Council**

**November 21, 2023**

## An Ordinance amending Title 6 of the South Lake Tahoe City Code by adding Chapter 6.27 (Inclusionary Housing)

### FINDINGS

A. Section 65300 of the California Government Code of the State of California authorizes cities to prepare long-range comprehensive guides known as general plans; and

B. California Government Code Section 65583 requires that the City prepare and adopt an update to the Housing Element of the General Plan that includes a review of the City's ability to accommodate its share of the region's housing need; and

C. The City Council adopted the 2022-2027 Housing Element on June 21, 2022 which was then certified by the State Housing and Community Development Department (HCD) on August 30, 2022; and

D. Program 2-11 of the certified Housing Element stipulates that the City conduct a Local Funding Sources Feasibility Study (Study) which shall include an analysis of an Inclusionary Housing Policy; and

E. The City Council approved a Professional Services Agreement on May 3, 2022 with BAE, Urban Economics, Inc. to conduct the Study; and

F. The City Council was presented the findings of the Study on January 24, 2023; and

G. After additional outreach to stakeholders, interested parties and the general community through five workshops and after conducting additional analysis, the City Council directed the preparation of an Inclusionary Housing Ordinance; and

H. The adoption of this Ordinance is consistent with the City's Housing Element. The City's Housing Element provides policies and programs to address the housing crisis faces the City; and

I. Government Code Section 65853 et seq. requires the Planning Commission to conduct a public hearing and provide a written recommendation to the City Council on any new zoning ordinance or regulation of the use of land; and

J. On September 21, 2023, the Planning Commission conducted a duly noticed public hearing and adopted Resolution No. 2023- to recommend that the City Council adopt this ordinance.

K. On November 7, 2023, the City Council held a public hearing on the first reading and directed staff to bring back the ordinance for a second reading on November 21, 2023.

**Now, Therefore, the City Council of City of South Lake Tahoe does ordain as follows:**

SECTION 1. Title 6, Chapter 6.27 of the South Lake Tahoe City Code is adopted to read in its entirety as follows:

Title 6

DEVELOPMENT SERVICES

Chapter 6.27

INCLUSIONARY HOUSING

**6.27.010 Purpose**

The purpose of this chapter is to promote the public welfare by facilitating the development and availability of housing affordable to a broad range of households with varying income levels within the city to meet current and future affordable housing needs. This chapter aims to:

1. Promote socioeconomic diversity within the city.
2. Generate revenue to increase the availability of affordable housing options for low- and moderate-income households.

**6.27.020 Definitions**

For the purpose of this chapter, the following words and phrases shall have these definitions:

“Low- or lower-income household” means a person or family with income that does not exceed eighty percent of the area median income.

"Inclusionary housing unit” means a dwelling unit which can be purchased or rented by a low-income household at a maximum cost, including utilities, of 30 percent of gross household income.

“Area median income” means the area median income for El Dorado County as defined by the California Department of Housing and Community Development annual state income limits.

“Residential development project” means a project that includes the new construction of one or more dwelling units, at least 50 percent redevelopment of an existing building containing one or more dwelling units, or conversion of existing multi-family rental units to condominiums.

### 6.27.030 Inclusionary Housing Requirements

All nonexempt residential development projects shall either include inclusionary housing units or pay the in-lieu fee as required by Table 6.27.030.

**Table 6.27.030**

| Unit Size (Habitable Space) | Percentage of Total Dwelling Units Required to be Inclusionary Housing Units | In-Lieu Fee |
|---|---|---|
| 2,000 Sq. Ft. or Under | **Exempt** | |
| 2,001 – 2,500 Sq. Ft. | 5% | $5.29/ Sq. Ft. |
| 2,501 – 3,000 Sq. Ft. | 6% | $5.84/ Sq. Ft. |
| 3,001 – 5,000 Sq. Ft. | 9% | $16.77/ Sq. Ft. |
| >5,000 Sq. Ft. | 17% | $17.65/ Sq. Ft. |

### 6.27.040 Deed Restriction

Inclusionary housing units must be deed-restricted for purchase or rent by low- or lower-income households.

### 6.27.050 Fractional Units

In determining the number of inclusionary dwelling units that are required to be built under Table 6.27.030, if the number of required inclusionary dwelling units results in a fractional unit, the developer may either pay the in-lieu fee for the portion of habitable square footage resulting in the fractional unit based on an average square footage of all market rate units, or provide an additional inclusionary dwelling unit.

### 6.27.060 Exemptions

Notwithstanding section 6.27.030, this chapter shall not apply to the following types of residential development projects:

A. Single-family or condominium projects with 2,000 square feet or less of habitable area per unit;

B. Multi-family residential development projects to be used for long-term rentals and having two or more dwelling units;

C. Residential units that are deed restricted for households with income at or below moderate-income levels, meaning income levels less than or equal to one hundred twenty percent of the area median income; or

D. A single dwelling unit being constructed to replace a single dwelling unit destroyed by fire, flood, earthquake, or other act of nature.

**6.27.070 In-Lieu Housing Fee**

A. The developer may, at their discretion, choose to pay the applicable fee in Table 6.27.030 in lieu of constructing inclusionary housing units to meet their inclusionary housing requirement.

B. In-lieu fees shall be calculated using the new habitable square footage, as defined by the California Building Code, included within the residential development project.

C. In-lieu fees shall be paid prior to building permit issuance. For projects constructed in phases, in-lieu fees shall be paid in the proportion that the phase bears to the overall project.

D. All in-lieu fees collected shall be deposited into the workforce housing fund. The fund shall be administered by the finance director and shall be used exclusively to provide funding for the provision of housing affordable to low- and moderate-income households and for reasonable costs associated with the development of such housing.

**6.27.080 Standards for Inclusionary Housing Units**

Inclusionary housing units must meet the following standards:

A. Inclusionary housing units shall be provided on the same site as the residential development project and dispersed throughout to prevent a concentration of inclusionary housing units within the project.

B. Inclusionary housing units shall be consistent with the design of market rate units in terms of exterior appearance, materials, and finished quality.

C. For residential development projects with multiple market rate unit types containing differing numbers of bedrooms, inclusionary housing units shall be representative of the market rate unit mix.

D. The inclusionary housing units shall be constructed concurrently with market rate units.

E. Nothing in this chapter precludes a developer of a for-sale residential development project from meeting its inclusionary housing requirements by providing for-rent inclusionary housing units.

SECTION 2. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Ordinance. The City Council declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 3. The City Council finds that adoption of the proposed Ordinance is not a project requiring environmental review under the California Environmental Quality Act (CEQA) under Title 14, California Code of Regulations, Sections 15378(b)(2) and 15378(b)(4) and is, therefore, not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

SECTION 4. The City Clerk is directed to certify this Ordinance and cause it to be published in the manner required by law.

SECTION 5. This Ordinance shall become effective thirty days after the date of its adoption.

Adopted by the City of South Lake Tahoe City Council on November 21, 2023, by the following vote:

Yes: Creegan, Bass, Friedrich, Wallace, Robbins

Cristi Creegan
Cristi Creegan (Dec 4, 2023 12:28 PST)

Date: Dec 4, 2023

Cristi Creegan, Mayor

Attest:

Sue Blankenship (Dec 4, 2023 10:28 PST)

Susan Blankenship, City Clerk

First Reading: November 7, 2023
Published: November 10, 2023
Second Reading: November 21, 2023
Effective: December 21, 2023

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.*

# ORD 2023-1180

Final Audit Report 2023-12-04

| | |
|---|---|
| Created: | 2023-12-04 |
| By: | Michelle Davis (medavis@cityofslt.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA3tHQQjtCHFKn4OTga_cUUEaACJH8_Rk9 |

## "ORD 2023-1180" History

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2023-12-04 - 8:28:08 PM GMT

Signer ccreegan@cityofslt.us entered name at signing as Cristi Creegan
2023-12-04 - 8:28:24 PM GMT

Document e-signed by Cristi Creegan (ccreegan@cityofslt.us)
Signature Date: 2023-12-04 - 8:28:26 PM GMT - Time Source: server

Agreement completed.
2023-12-04 - 8:28:26 PM GMT

# City of South Lake Tahoe

**Agenda Item Executive Summary**

Joe Irvin, City Manager

**Meeting Date:** January 14, 2025
**Agenda Item #:**13

**Agenda Item:** Agenda Planning Calendar

**Requested Action / Suggested Motions:** Identify, with consent of at least two Council members, any desired future agenda items, and/or modify the Agenda Planning Calendar as desired.

**Responsible Staff Member:** Joseph Irvin, City Manager, and Susan Blankenship, City Clerk

**Attachments:**

APC - 01 09 2025.pdf

# 2025 Agenda Planning Calendar (Updated 01 09 2025)

| Department | | Agenda Item | Agenda Section |
|---|---|---|---|
| **Jan. 28, 5:30 p.m.** | **City Manager** | Heavenly Snow Removal on Citty Streets | NB |
| | **Dev Services** | Contract Amendment with Placemate and "Lease to Locals" Guidelines | UB |
| | | Local Tenant Preference Policy for Affordable Housing | NB |
| | **Parks & Rec** | New Rec. Center Meeting Room Naming Rights Approval & Funds Transfer | Consent |
| | **Public Works** | Bijou CFD Annual Report | Consent |
| | | Heavenly Area Amendments to No Parking Zones | Consent |
| **Feb. 11, 9 a.m.** | **City Attorney** | Purchase of BMO Property | UB |
| | **Dev. Services** | Pay for Success Contracts with TCH and LVF | Consent |
| | **Police** | Stateline Transit Center Parking and Signage | NB |
| | **Public Works** | Transfer TRPA WQ Mitigation funds from Upper BPC Project to TV Project | Consent |
| | | Road/Drainage Presentation | NB |
| **Feb. 25, 5:30 p.m.** | **Finance** | 2024-2025 Master Fee Schedule | PH |
| | | Quarterly Budget and Financial Status Report as of December, 2024 | Consent |
| | | Investment Portfolio Report as of December 2024 | Consent |
| | **Fire** | Fire Department Annual Report | |

# 2025 Agenda Planning Calendar (Updated 01 09 2025)

| | | | |
|---|---|---|---|
| | **Police** | Police Department Annual Report | |
| | **Public Works** | Annual Roadway Rehab Contract Reconciliation | Consent |
| **March 11, 9 a.m.** | **Dev. Services** | General Plan Annual Progress report | |
| | | Future Funding for Long-Term Warn Room | |
| | **Finance** | Fiscal Year 2024-2025 Mid-Year Budget Review | NB |
| | | 2024-2025 Master Fee Schedule Adoption | Consent |
| | | Ski Run BID Annual Report and Budget | NB |
| | **Police** | AB41 Policy Adoption | Consent |
| | **Public Works** | Transfer Measure S funds to Tahoe Valley Project (Phase 1 Road Rehab) | Consent |
| **March 18, 9 a.m.** | | **Strategic Planning Session** | |
| **Mar. 25, 3:00 p.m.** | | **Joint City Council/Planning Commission Ethics Training** | |
| **Mar. 25, 5:30 p.m.** | | | |
| **April 22, 5:30 p.m.** | **Finance** | 2024 Annual Comprehensive Financial Report (ACFR) | Consent |
| | | Ski Run BID to Levy Assessment for Business License year 2025/2026 | PH |
| **May 6, 9 a.m.** | | | |
| **May 20, 5:30 p.m.** | **Finance** | Quarterly Budget and Financial Status Report as of March, 2025 | Consent |

# 2025 Agenda Planning Calendar (Updated 01 09 2025)

| | | | |
|---|---|---|---|
| | | Investment Portfolio Report as of March 2025 | Consent |
| **June 3, 9 a.m.** | | | |
| **June 17, 5;30 p.m.** | **Finance** | Direct Charge of Mello-Roos Special Tax for CFD 1995-1 for FY 25-26 | City Consent |
| **STRSA** | | | |
| | | Annual Special Tax for CFD 2001-1 Series 2015 Special Tax Refunding Bo | STRSA Consent |
| **Unscheduled/Pending** | | | |
| | **City Clerk** | Records Management Policy | |
| | **City Manager** | Organics Diversion Program Presentation | |
| | | Award CalTrans Carbon Reduction Grant | |
| | | EV Charging Parking ORD | |
| | | Establishing an EV Charging Rate for the City's Public EV Chargers | |
| | | Community Choice Aggregation Feasability Analysis | |
| | **Dev Services** | Res. Area Plan to Accommodate SB9 and Remove Tourist Accomodation | |
| | | CTC Land Exchange | |
| | | Discussion: Second Home Cap/Permit Options | |
| | | Building Code Appendix AW adoption-3D printed structures | |
| | **Finance** | Disolution STJPPFA | |

# 2025 Agenda Planning Calendar (Updated 01 09 2025)

| | |
|---|---|
| **Fire** | Donation of Retired Fire Engine to LTCC |
| **Parks & Rec** | Events and Facitilies Naming Rights Discussion |
| **Police** | 2024 Update to Parking Fees in the Bellamy Parking Garage |
| | Shared Mobility Ordinance Update |
| | Barton Community Health Needs and Harm Reduction Update |
| **Police/PW** | Bike Paths, Bike Parking, Vehicle Parking |
| **Public Works** | Award High Priority Pipe Replacement Project |
| | Geothermal Use Discussion Item |
| | Award James-Eloise Drainage Upgrade |
| | Award of Pioneer Safety HSIP Project |
| | Award of PD Roof Replacement |
| | TTD US 50 Plans Presentation |
| | Award Pioneer Trail Phase II Project |
| | Sierra Blvd. Speed Reductiuon Plan |
| | Award Lakeview and Ski Run Electrical Upgrades |
| | Award Contract for Hwy 50 Corridor Study |
| | Award Pioneer Trail Phase 2 Project |

# 2025 Agenda  Planning Calendar (Updated 01 09 2025)

| | |
|---|---|
| | Award PS&E for Sugar Pine Bike Path Project |
| | Award Citywide Traffic Calming Toolbox |
| | Award Grant Writing Services Contract |
| | Award US 50 RSA City Portion Upgrades |
| | Harrison Ave/Stateline Transit Station Parking Enforcement |